

Agenda
Sherwood Cultural Arts Commission
Tuesday, November 8, 2005
7:00 pm
Sherwood Fire Station (655 NE Oregon Street)

NOTE: Citizens are offered an opportunity to speak on any subject of their choosing other than items on the current agenda.

1. Adjustments to Agenda
2. Approval of Minutes
3. Council updates- Dave
4. Commission Priorities and Strategies- Robyn
5. SWOT Meeting Preparation and Overview- Robyn
6. Art Festival Committee Reports
 - a. Food and Entertainment – Robyn
 - b. Vendors – Shelly
 - c. Promotions – Karen
 - d. Logistics – Bernie
 - e. Sponsors – TBD
7. Old School House- Lisa
8. Other
9. Adjourn

Sherwood Cultural Arts Commission

MEETING NOTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	11.08.2005 - 7:00 PM
LOCATION	Sherwood Fire Station
FACILITATOR	Robyn Folsom
NOTES TAKEN BY	Andrea Hobi

AGENDA

Agenda Item	Person Presenting
1. Adjustments to Agenda	Kristen
2. Approval of Minutes	Robyn
3. Council Updates	Dave
4. Commission Priorities and Strategies	Robyn
5. SWOT Meeting Preparation and Overview	Robyn
6. Art Festival Committee Reports	Kristen
7. Old School House	Robyn
8. Other	
9. Adjourn	8:45 PM

ATTENDEES

	Name of Board or Group		Council Liaison
X	Robyn Folsom	X	Dave Grant
X	Lisa Thoele		
X	Marilyn Smith		City Staff
X	Shelly Lamb	X	Kristen Switzer
	Pam McCormick		
X	Tammy Gilley		Guests
X	Bernie Danylchuk	X	Rick Ross
	Stacie Gordon		
X	Karen Matthews		

MEETING NOTES

- Adjustments to Agenda-
 - No adjustments.

2. Approval of Minutes

- Bernie motioned to approve the October '05 meeting minutes, Shelly seconded, all in favor. Motion passed.

3. Council Update

- Dave Grant updated the Commission on the possibility of a name change for Sunset Park. There was representation from the Snyder family at the City Council meeting requesting the alleged verbal agreement that the park would be re-named Snyder Park.

4. Commission Priorities and Strategies

- The Commission acknowledged the need to focus their efforts in order to accomplish objectives and goals.
- Dave Grant is working on the Old School House strategy. There are three stages of goals for the building:
 - i. Cosmetic: Paint, fix boards, stair handrail, broken windows
 - ii. Fire Escape: Minimum fire escape accommodations (ramp out the back).
 - iii. Removal of the center partition wall.
- Dave believes that with minor modifications the occupancy load could be 50 people. Dave believes with the second and third goal of building renovation, that the occupancy rate would greatly increase.
- Dave is estimating that the price estimate for each stage is \$10,000 cosmetic, \$5,000 to \$10,000 fire escape ramp, and bathrooms \$10,000.
 - There are some urban renewal funds available.
- The Commission would like to view the building as three different rentable spaces.
 - Dave Grant is going to sit down with Ross and the building inspectors to find out what it will take to get started on the process. The ideas from the Commission included:
 1. Recitals, lessons, Masters classes, church use, small lectures, movies, clubs monthly, karaoke, theatre performance, dance lessons, choir, small art shows, wedding receptions, refuge, blood drives, and summer camp.
 2. The Commission believed that there is still a need for a community center built for the community and by the community.
 3. Email Dave Grant with any questions or additions.

5. SWOT Meeting Preparation and Overview- Robyn

- Strengths- Good momentum, great events, diverse group, community support, and built successful partnerships.
- Weaknesses- Group of volunteers, and it is hard to manage fundraising and programming.
- Opportunities-Old school house, grants, and volunteers.
- Threats- Missed opportunities because the Commission is stretched too thin.
 1. Robyn will send out a copy of the SWOT this week

6. Art Festival Committee Reports

- The evaluations have been sent out, and Kristen will start a budget in November.

- The Commission would like to send out "Save the Date cards", and applications as soon as possible in order for the artists to have the opportunity to plan early.
- Arts festival serving wine- Lisa will research this topic.
- Food and entertainment- Robyn-No report.
- Vendors- Shelly- No report.
- Promotions- Karen (postcard for save the date or applications sent out asap)
- Logistics-Bernie- Meet with Kristen in January.
- Sponsors- Tammy- No report.

7. Old School House

- The report is wrapped in other items.

8. Other

- Lisa requested to hire an assistant to set up the not for profit agency. This would assist the Commission in the framework and grant writing that the members do not have time for. There was a consensus to make the Foundation a separate group of volunteers, and possibly get those volunteers to run the yearly events.

Historical Society Business Report- Dave Grant mentioned to Shelly that it is time for the Historical Society to submit their annual report to Council. Dave suggested using the same framework as last year and just updating as needed. Dave will email his copy to Shelly and she can make the necessary changes.

- Rick Ross- Saturday 9am-1pm at the Woodhaven Church, there will be an open house for Raindrops to Refuge. Rick was looking for ideas for the Refuge opening next year.
- Robyn inquired about a City of Sherwood art walk. There will be more to discuss at the December Commission.