

Agenda
Sherwood Cultural Arts Commission
Tuesday, March 14, 2006
7:00 pm
Sherwood City Hall (22560 SW Pine St.)

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. Old School House
5. Art Festival Committee Reports
 - a. Food and Entertainment – Robyn
 - b. Vendors – Shelly
 - c. Promotions – Karen
 - d. Logistics – Bernie
 - e. Sponsors – Tammy
 - f. Other
6. Way Finding Committee-Kristen
7. Report to Council for March 21st
8. Other
9. Adjourn



Sherwood Cultural Arts Commission

MEETING NOTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	3.14.2006 - 7:00 PM
LOCATION	Sherwood City Hall
FACILITATOR	Robyn Folsom
NOTES TAKEN BY	Kristen Switzer

AGENDA

Agenda Item	Person Presenting
1. Adjustments to Agenda	Kristen
2. Approval of Minutes	Robyn
3. Council Updates	Dave
4. Old School House	Robyn
5. Art Festival Committee Reports	Kristen
6. Way Finding Committee	Kristen
7. Report to Council	Kristen
8. Other	
9. Adjourn	8:30 PM

ATTENDEES

Cultural Arts Commission	Council Liaison
X Robyn Folsom	X Dave Grant
X Lisa Thoele	
X Marilyn Smith	
X Shelly Lamb	
Pam McCormick	
Tammy Gilley	
Bernie Danylchuk	
Karen Tasker	
VACANT	
City Staff	Guests
X Kristen Switzer	Laurie Randall
	Rick Ross

MEETING NOTES

1. Adjustments to Agenda-
 - No adjustments.

2. Approval of Minutes

- Shelly motioned to approve the January '06 meeting minutes, Lisa seconded, all in favor. Motion passed.

3. Council Update

- Work on the downtown streets continues. Weather hasn't been great but the crew is still on schedule.

4. Old School

- Tammy is ill but asked Kristen to report that she has tried to contact OCF for information and feedback regarding the survey that we intend to send out. She is waiting for a reply. She has looked at some other surveys that communities have used and feels we have a great outline.
- Kristen spoke with Mathew from Howard S. Wright and he said that they may be willing to look at our plans for the Old School House and let us know if we are in the ballpark cost wise.
- Robyn and Dave met with Dan Jamison regarding Cultural Arts and the possibility of building a new auditorium. Dan seems to support the idea of a new auditorium and is in great support of Cultural Arts.
- Lisa suggested contacting some of the local builders to see if they could help us out with some of the costs or improvements to the Old School House. Robyn mentioned that because this is an Urban Renewal project there are laws against using in-kind labor and we have to pay prevailing wages. Lisa, Robyn, Shelly and Tammy will discuss how to approach the builders.

6. Art Festival Committee Reports

- Food and Entertainment—Robyn
 - We are looking at having some of the same musicians back that we had last year. They did a great job and were reasonable.
- Vendors—Shelly
 - There will be no historical re-enactments this year. They have chosen to do their event on a different date.
- Promotions—Kristen for Karen
 - About 700 postcards have been sent out and the application is posted on the website. We have received several calls from people requesting that applications be sent to them.
- Logistics—Bernie
 - No report.
- Sponsors—Kristen for Tammy
 - A list of potential sponsors has been created and the sponsor packet has been put together. Packets will go out first part of April.
- Other
 - Tammy has done an excellent job keeping us on task!
 - Marilyn suggested asking the artists to donate a piece of their work that could but in a raffle and the commission could sell raffle tickets at the Arts Festival.
 - Marilyn also suggested that we have posters from previous years available for purchase and to spruce up our booth.

7. Way Finding Committee

- Kristen asked if anyone would be interested in sitting on the City's Way Finding Committee. Marilyn offered to be on the committee.

8. Report to Council

- We are scheduled to give a report at Council on March 21st. Kristen asked if there were any volunteers to give the report. Robyn volunteered to do it.

9. Other

- The City has advertised for a Temporary Event Coordinator to coordinate summer activities while Kristen is on maternity leave.
- Shelly is going to contact the quilt lady about the Arts Festival.