



Sherwood Cultural Arts Commission

Agenda

Meeting Date: Tuesday February 27, 2007
Meeting Time: 7:30 PM
Meeting Location: Sherwood City Hall,
Executive Conference Room

Commission Members

Robyn Folsom, Chair
Bernie Danylchuk
Karen Tasker
Shelly Lamb
Pam McCormick
Lisa Thoele
Patti Barrow
Douglas Pederson
VACANT

City Staff

Kristen Switzer
Lindsey Newkirk

Council Liaison

Dave Grant, City Councilor

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

-----Meeting Agenda-----

1. Adjustments to Agenda
2. Minutes Approval (October and January)
3. Council updates- Dave
4. New Commission Members
5. Chamber Concert Wrap Up
6. Recommendation to SURPAC for Old School House
7. 2007 Programs and Events
 - i. Arts Festival
 - ii. Missoula Children's Theater
 - iii. Music on the Green
 - iv. Movies
 - v. Other?
8. Marketing Strategies
9. Establishing a Non Profit; pluses and minuses
10. Other
11. Adjourn

Sherwood Cultural Arts Commission

MEETING NOTES

MEETING TITLE	<u>Sherwood Cultural Arts Commission</u>
DATE & TIME	<u>2.27.2006 - 7:30 PM</u>
LOCATION	<u>Sherwood City Hall</u>
FACILITATOR	<u>Dave Grant</u>
NOTES TAKEN BY	<u>Lindsey Newkirk</u>

AGENDA

Agenda Item		Person Presenting
1.	Adjustments to Agenda	Dave
2.	Minutes Approval	Robyn
3.	Council updates- Dave	Dave
4.	New Commission Members	Robyn
5.	Chamber Concert Wrap Up	Robyn
6.	Recommendation to SURPAC for Old School House	Robyn/Dave/Kristen
7.	2007 Programs and Events	Robyn
8.	Marketing Strategies	Robyn
9.	Looking at Plus's and Minus's of starting the Cultural Arts Commission as a non profit organization	Robyn
10.	Other	
11.	Adjourn	Robyn

ATTENDEES

Cultural Arts Commission		Council Liaison	
x	Robyn Folsom	X	Dave Grant
	Lisa Thoele		
X	Shelly Lamb		City Staff
X	Pam McCormick	x	Lindsey Newkirk
	Bernie Danylchuk	X	Kristen Switzer
	Karen Tasker		Guests
x	Patti Barrow	X	Charlie Harbick

MEETING NOTES

1. Adjustments to Agenda-
 - Commission member term expirations added by Kristen
2. Approval of Minutes-
 - Shelly Lamb motioned to approve the October 2007 and the January 2007 minutes. Pam McCormick seconded. All in favor, motion passed.
3. Council Update-
 - Council is currently looking at all possible locations for a Community Cultural Art Center.
 - Professional assistance will be hired to help look at all of the options and then evaluate the possibilities. Suggestions will be brought from Council to the Cultural Arts Commission.
 - Council will be discussing next week, the possible recommendation to tear the old school house down.
 - Robyn requested that the commission members research other local cultural arts centers so that the commission can come to the table with ideas and suggestions for development of a Sherwood cultural arts center based on successes in other communities
4. New Commission Members
 - Robyn introduced new commission members Patti Barrow and Doug Pedersen.
5. Chamber Concert Wrap Up
 - Robyn said the music was amazing we just needed better marketing to get more people there
 - We need to get sponsors to support all of the Cultural Arts Events
6. SURPAC Recommendation for the Old School House
 - Robyn had sent a letter on behalf of the Cultural Arts Commission to City Council, recommending that the Old School House, although they were no longer looking at purchasing, would still be a good location for a community cultural arts center.
 - Robyn wants to make sure that there is more clarification when Cultural Arts makes a resolution to make a recommendation as a commission
 - Dave and Kristen wanted to make sure that when the Cultural Arts Commission makes a public and formal recommendation, that the commission is following public meetings laws
 - To follow public meeting laws, Doug moves to accept the recommendation to City Council as an official recommendation from the Cultural Arts Commission to keep the old school house as a viable location for a community cultural arts center. Patti seconds. All in favor, motion passed.
7. 2007 Events
 - Arts Festival

- Karen Tasker is working on the Arts Festival postcard and application. It will hopefully be finished and will go out in mid March
- Charlie Harbick would like to help out in getting antique dealers to the event. He would also like to have the Friends of Old Town be a minimum \$500 sponsor for the event.
- Robyn would like to spend 15 minutes at next month's meeting on how to build the event, and marketing to our audience
- Cultural Arts will really need to focus on bringing in the audience;
- Robyn and Lindsey will work on developing a budget to bring to the next meeting
- Missoula Children's Theater
 - Will be held July 30th through August 4th
 - They will be performing The Wizard of Oz
 - We will need to make sure we get a sponsor for this event
- Music on the Green
 - Cultural Arts will remain to hold a raffle at the concerts each week
 - Robyn would like to suggest that each commission member be responsible for running the raffle each week
 - Robyn will talk to Lisa about soliciting raffle prizes
- Movies in the Park
 - We will start the movies in the park one week prior to usual as the last Friday in August is falls on Labor Day weekend
- Equipment
 - Robyn would like to explore the possibility of selling some of the equipment that the Commission doesn't use anymore that is sitting in storage.

8. Marketing Strategies

- The commission needs to develop marketing materials that can be used in soliciting sponsors and grants
- Robyn would like everyone to bring ideas to the table on what we can do
- Doug suggested that he can help create some sales materials that can be used

9. Non Profit organization opportunities – to be discussed next month

10. Commission member term expirations added by Kristen

- Kristen stated that she would like to have applications from commission members who's terms are ending that need to re apply to the commission, by next week. Those are members that have already served a second term through an automatic reappointment and are required to re apply to be consider for a further term.
- Pam McCormick has served one term and will be expiring in March. She would like to be renewed.
- Robyn added that she would like to have someone else be the Commission Chair. Kristen brought up that we need to look at following the bi-laws and actually have a chair, a vice chair, and a secretary.

11. Adjourn – 9:00 PM