



Sherwood Cultural Arts Commission

Agenda

Meeting Date: Thursday, September 2, 2010
Meeting Time: 7:00 PM
Meeting Location: Sherwood City Hall,
Executive Conference Room

Commission Members

Douglas Pederson, Chair
Alyse Vordermark, Vice Chair
Patti Barrow
Shelly Lamb
James Boscole
Judy Silverforb
Ashley Marshall-O'Dell
VACANT
VACANT

City Staff

Denise Berkshire

Council Liaison

Linda Henderson, City Councilor

----Meeting Agenda----

1. Adjustments to Agenda
2. Approval of August 2010 minutes
3. Cultural Arts Community Center Steering Committee Report– Doug
4. Missoula Children's Theater Report- Shelly/Denise
5. Movies in the Park Report- Denise
6. Council Update – Linda
7. Other
8. Adjourn

Sherwood Cultural Arts Commission MEETING NOTES APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	09.02.2010 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Doug Pederson
NOTES TAKEN BY	Denise Berkshire

ATTENDEES

	Cultural Arts Commission		Council Liaison
X	Doug Pedersen, Chair	X	Linda Henderson
X	Alyse Vordermark, Vice Chair		
	Ashley Marshall-O'Dell		
X	Patti Barrow		
	James Boscole		City Staff
	Shelly Lamb		Kristen Switzer
X	Judy Silverforb	X	Denise Berkshire
	VACANT		
	VACANT		Guests

MEETING NOTES

1. Adjustments to Agenda
 - No adjustments were made to the agenda.
2. Approval of August 2010 Minutes
 - *Doug Pedersen motioned to approve the August 2010 minutes. Patti Barrow seconded. All in favor; motion carries to approve the August 2010 minutes.*
3. Cultural Arts Community Center Steering Committee Update - Doug
 - The 80/20 option* was approved in order to submit the proposal prior to October 1st when the new State of Oregon energy permits begin.
 - Focus groups will be held in October to look at the selected option and help determine the details of that one option and the business plan. These groups will help narrow down the needs of the community and determine priorities.
 - The next CACCSC meeting is Wednesday, September 15, 2010.

**Formally called the 70/30 option. Due to the fact that the proportion was actually 78/22 the name was changed.*

- Linda suggested asking Jeff to update the executive summary with the corrected figures and an added line item for alternates to review at the meeting on the September 15th.
 - Patti suggested that the building be as a “green” as possible.
4. Missoula Children’s Theater- Denise
- After refunds and expenses, \$4,191.73 in revenue was generated for both performances.
 - When planning for 2011, it will be helpful to discuss roles and responsibilities for each of the involved partners.
 - Patti suggested having a performance during spring break instead of two weeks in the summer when everyone is extremely busy. Linda suggested polling the registrants to determine if there would be interest over spring break.
 - Alyse asked if the same criteria would be used for participant registration during a spring break performance. The group discussed offering registration based on a first-come first-served basis versus maximizing the number of community participants reached.
5. Movies in the Park—Denise
- All three movies had successful turn outs. Concessions generated \$426, which amounted to a small concession profit ~ \$130.
 - When planning for the 2011 Movies in the Park, it will be helpful to clearly define each roles and responsibilities for each of the partners. The group identified the need for a Movies in the Park Policy and Procedure document for Cultural Arts Commission and Sherwood Foundation for the Arts members to review prior to volunteering.
 - The presenting sponsor, McCabe Real Estate Group, held a free raffle at each of the showings and played a short promotional video. They have expressed interest in being the 2011 presenting sponsor, recognizing that in 2012 sponsorship would need to be opened to others in the community.
 - The Commission requested a Movies in the Park expense report showing the cost for each show. Once the expense report is reviewed, the Commission will reevaluate the sponsorship levels to cover the cost of this event. One suggestion was to consider offering sponsorship for each evening rather than three sponsorship levels.
 - The group discussed using the Chamber of Commerce e-blast to advertise sponsorship opportunities, and asking Capstone to consider being a sponsor.
6. Council Update - Linda
- This is an election year.
 - There will be no City Council meeting on Tuesday, September 7th, but there will be a Planning Commission Public Hearing for the Sherwood Cannery Square Plaza.
 - The Regional Arts Cultural Council (RACC) has been working with Kristen Switzer to commission a piece of public art for the square. RACC will serve as a subcommittee who will facilitate the request for artists. A meeting will be held to discuss how they will solicit a call, pair down the artists, and the process. Someone from SURPAC, PRB, SCAC and City of Sherwood staff will be represented. RACC is very experienced working in municipalities for public art. James has expressed interest in serving from the Cultural Arts Commission.

- Washington County Visitor's Association, Sherwood Chamber of Commerce and Odegepodge Art Gallery are holding a mixer for an "evening of networking and community promotion."
- In partnership with the Sherwood Foundation for the Arts, the Library will offer free writing workshops for six weeks for adults who want to write and exercise their creativity.
- The Friends of the Library are the recipient of a grant from the Cultural Coalitions of Washington County. The grant will provide funding for the Library to offer Oregon Symphony Storytimes in January 2011.
- The City Council recently passed a dog ordinance. The City of Sherwood Dog Ordinance is the first of its kind. City of Sherwood staff and the City Council worked collaboratively with Washington County.
- City Council will hold a meeting in October to look at policy in regards to budgets.

7. Other

- Alyse shared her meeting with the President of Lerner Advisory Board in Elkhart, Indiana (see record). She felt the meeting was insightful and there may be helpful suggestions for the Sherwood Cultural Arts Community Center Committee to consider.
- Elkhart has a population of approximately 45,000. The Lerner Theater Project website is: www.learnertheater.org.
- The group discussed their use of emailing a monthly newsletter and having a facebook presence to communicate fundraising efforts, updates, and events.

8. Adjourn Meeting

- Adjourned at 8:00 pm.

Next meeting: Thursday, October 7, 2010 at 7:00pm.