



Sherwood Cultural Arts Commission

Agenda

Meeting Date: Thursday, October 7, 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

Kristen Switzer
Denise Berkshire

Council Liaison

Linda Henderson, City Councilor

----Meeting Agenda----

1. Adjustments to Agenda
2. Approval of September 2010 minutes
3. Missoula Children's Theater- dates for 2011- Kristen
4. Movies in the Park financial report- Kristen
5. Movies in the Park sponsorship levels- Kristen
6. Cultural Arts Community Center Steering Committee Report– Doug
7. Council Update – Linda
8. Other
9. Adjourn



Sherwood Cultural Arts Commission MEETING NOTES APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	10.07.2010 7:00 PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Doug Pedersen
NOTES TAKEN BY	Denise Berkshire

ATTENDEES

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

MEETING NOTES

1. Adjustments to Agenda

- No adjustments were made to the agenda.

2. Approval of September 2010 Minutes

- Ashley Marshal-O'Dell motioned to approve the September 2010 minutes. Alyse Vordermark seconded. All in favor; motion carries to approve the September 2010 minutes.

3. Missoula Children's Theater – dates for 2011(Kristen)

- It is time to select the 2011 Missoula Children's Theater (MCT) dates. The group discussed offering a spring break camp and how there may be limited options from MCT since it is not in the peak season.
- Other options include offering one camp in June and the second in August or repeat the 2010 schedule (one camp the last week in July and the second camp the second week in August). Staff expressed that it worked well having a week in between the shows with other summer events occurring at the same time.
- Last day of school is June 16, 2011 and many people take vacation the following week. If a camp is offered in June it would need to be the last week of June.
- One challenge of offering camps last week of July and the second week in August is that it is right after the annual musical.
- Ashley mentioned that it might be helpful to offer a survey to find out interest.
- Ashley Marshal motioned to work with the Sherwood Foundation for the Arts to confirm 2011 Missoula Children's Theater dates. Alyse Vordermark seconded. All in favor, motion carries

for Shelly Lamb to ask the Foundation for the Arts their opinion on offering MCT camps on either June 27 – July 2 and one week in August or July 25 – 20 and Aug 8 – 13.

- It was recommended to create a subcommittee with a representative of each partner to discuss the logistics of the camps once the dates have been secured.

4. Movies in the Park Financial Report (Kristen)

- 2010 Movies in the Park generated approximately \$314 in concession revenue with \$355 in expenditures netting a loss of ~\$40 in concessions. Many of the supplies purchased can be used in 2011 including; nearly a full box of popcorn, $\frac{3}{4}$ of the box of popcorn bags, napkins and the metal scoop.
- The entire 2010 Movies in the Park cost was \$3,000. This includes \$1800 in staff time. \$100/night for audio visual equipment and \$913 in movies.*One charge of \$617 still needs to be confirmed. The majority of expense is in staff time. Volunteers would be required to reduce that expense.

5. Movies in the Park Sponsorship Levels (Kristen)

- The McCabe Real Estate Group remains interested in being the 2011 presenting sponsor.
- The commission agreed to notify the McCabe Real Estate Group that they are the presenting sponsor at the existing sponsorship levels.
- The group discussed the need for increased outreach to obtain 2011 supporting sponsors and contributing sponsors.
- The commission will reevaluate the sponsorship levels for 2012 Movies in the Park

6. Cultural Arts Community Center Steering Committee Report (Doug)

- Doug shared that the CACC focus groups originally scheduled for October may not happen this month. The group discussed how it would be helpful to have the contracted organization, which would be developing the CACC Business Plan, participate in the focus groups.
- Kristen explained that recommendations for organizations to do the business plan are needed. She has contacted some organizations including the Chehalem Cultural Center who highly recommended not opening without a business plan.
- Alyse suggested that RAAC may have resources to suggest.
- Ashley suggested considering art grants as part of program funding for the CACC.
- Mayor Mays would like to provide an opportunity for the public to comment on the CACC. He and Linda Henderson will be discussing dates to hold a City Council CACC Public Hearing to offer an opportunity for public comment. Kristen explained they are offering a Public Hearing because if it was listed on the City Council Agenda as New Business rather than as a Public Hearing then it would not be open for public comment.

7. Other

- Denise shared City of Sherwood website changes. All boards and commission web pages will have one link called "Meeting Resources" which will house agendas, minutes, and packets. On the Cultural Arts Commission page minutes previous to September 2010 will be under the link called "Cultural Arts Commission Archived Minutes".
- The group discussed how the information in the Community Spotlight section rotates too fast and is difficult to read or stop.

8. Adjourn Meeting

- Adjourned at 7:39 pm.

Next meeting: Thursday, November 4, 2010 at 7:00pm.