



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Wednesday, February 7, 2013 at 6:30pm
LOCATION: Sherwood City Hall, 22560 SW Pine Street

ATTENDEES

Cultural Arts Commission

Doug Pedersen, Chair
Alyse Vordermark, Vice Chair
James Boscole
Judy Silverforb
Kaelie Nielsen

Council Liaison

Robyn Folsom, City Councilor

City Staff

Kristen Switzer, Community Services Director
Jennifer Ortiz, Event & Volunteer Coordinator

AGENDA

1. Call to Order/Roll Call (Pedersen)
2. Adjustments to the agenda (Pedersen)
3. Approval of January minutes (Pedersen)
4. 501c3/SFA update (Vordermark)
5. Strategic Plan (Vordermark)
6. Council Update (Folsom)
7. Next meeting/adjourn (Pedersen)



Home of the Tualatin River National Wildlife Refuge

Sherwood Cultural Arts Commission MEETING NOTES APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	02.07.2013 6:30PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Doug Pedersen
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Cultural Arts Commission		Council Liaison	
X	Doug Pedersen, Chair	--	Robyn Folsom, City Councilor
X	Alyse Vordermark, Vice Chair		
X	James Boscole	City Staff	
X	Judy Silverforb	X	Kristen Switzer, Community Services Director
X	Kaelie Nielsen	X	Jennifer Ortiz, Events and Volunteer Coordinator

MEETING NOTES

1. Call to Order/Roll Call (Pedersen)
 - The meeting was officially called to order at 6:35 PM.
2. Adjustments to the agenda (Pedersen)
 - Citizen comment was added to the agenda.
3. Approval of January minutes (Pedersen)
 - *Vordermark motioned to approve the January 2013 minutes. Nielsen seconded. All in favor; motion passed.*
4. Citizen Comment
 - Amanda Stanaway, of 16103 SW 2nd St., attended the SCAC meeting to get details on how to join the committee. She explained that she is very involved with arts in the community already and she was told about the opportunity by Mayor Middleton. Switzer explained the focus of the committee, the time requirements, and the interview process. Stanaway mentioned that there are several other artists in the community that would love to get involved. She will be spreading the word about the commission vacancies.
 - Stanaway asked about the status of the Cultural Arts Center and asked if a different builder has been chosen yet for the project. Switzer shared that the City has been working with Ankrom Moisan. They are the same company that did the Acma facility in Beaverton, which is a beautiful, state-of-the-art performing arts center. Ankrom Moisan will also be bringing in theater consultants to give their expertise on this project. They will help to weigh-in on

specialty pieces of the project such as lights, sound, dressing rooms, ect. Silverforb asked about the possibility of a second floor in the new building. Switzer hopes for a second floor, but is unsure if it will make it into the plans at this point. Originally, the building was to have a 70/30 split for business space as well and the original contractor had the rights to choose what businesses would occupy that space. The original contractor has since been released from the project, so the City now has control over what businesses go in. There has been talk about having a nicer restaurant occupy that space so that they can also cater for events and provide dining for people who come for performances.

5. 501c3/SFA update (Vordermark)

- Vordermark mentioned that it might be a good idea to partner with the SFA, instead of pursuing their own 501c3 status at this point. The committee agreed. Boscole was nominated to talk with the SFA regarding their partnership. The SFA board meets next week and Nielsen and Boscole will attend. Nielsen asked Boscole to bring examples of grants they would like to pursue. Boscole shared that there are many grants that are available and they may be able to apply as government or under the SFA's umbrella. Vordermark shared that there are two groups within the SFA. There are the ones who are interested in strictly performing arts and the others that are open to doing more but haven't had the opportunity. As a whole, they have shown interest in embracing different types of art projects for the community. Switzer reminded the group of the upcoming seminar, *501c3 - To Be, or Not to Be*. Switzer recommended that someone from the SCAC should attend. Boscole agreed to attend. The group will continue to look into grants that they can pursue now.

6. Strategic Plan (Vordermark)

- Pedersen shared that he met with the City Manager and Switzer last week. They discussed the vision for the group. He said that they need to figure out if they want to be an organizing programs group or a doing programs group. The Strategic Plan is a mix of the two and he said that it seems that everyone is heading in different directions. Vordermark shared that she likes that each person has different interests. She also likes the idea of being a hub also; she would like to see more on the web though. Nielsen created an events calendar last year and the group would like to do that again this year. Switzer mentioned that the Strategic Plan still has program specific items. She asked if the group would like to leave those in the plan. Vordermark would like to continue to be involved in those programs. Nielsen would like to focus on public art, the new calendar, and current program responsibilities. She would like to hold off on the formation of a 501c3 and maybe pursue it as a friends group after the building is built.

7. Council update (Folsom)

- Switzer shared that Saturday will be the Council retreat. The Council does this annually to discuss goals for the upcoming year.

8. Other

- The committee discussed soliciting dates to add to the events calendar. Vordermark and Nielsen will start emailing groups and gathering event dates.

The committee also mentioned the possibility of gathering all non-profits together again for a meeting.

- Pedersen shared that he will not be renewing his membership with the SCAC and that tonight is his last meeting. *Pedersen recommended Vordermark as Chair. Silverforb seconded. Nielsen nominated Silverforb as Vice Chair, Vordermark seconded. All in favor, motion passed.*

9. Next Meeting/adjourned

- The next meeting will be held on Thursday, March 7, 2013 at 6:30 pm at City Hall.

Adjourned at 7:27 pm.