



Home of the Tualatin River National Wildlife Refuge

## MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission  
DATE & TIME: Thursday, April 4, 2013 at 6:30pm  
LOCATION: Sherwood City Hall, 22560 SW Pine Street

### ATTENDEES

#### **Cultural Arts Commission**

Alyse Vordermark, Chair  
James Boscole  
Judy Silverforb  
Kaelie Nielsen  
Anna Lee  
Amanda Stanaway  
VACANT

#### **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 (Vordermark)
2. Introduction of new members (Vordermark)
3. Adjustments to the agenda (Vordermark)
4. Approval of January minutes (Vordermark)
5. Royal Academy Update (Folsom)
6. Altered Art Festival Update (Vordermark)
7. Missoula Children's Theater Update (Switzer)
8. Strategic Plan (Vordermark)
9. Council Update (Folsom)
10. Next meeting/adjourn (Vordermark)



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# Sherwood Cultural Arts Commission MEETING NOTES APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	04.04.2013 6:30PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Alyse Vordermark
NOTES TAKEN BY	Jennifer Ortiz

## ATTENDEES

<b>Cultural Arts Commission</b>		<b>Council Liaison</b>	
X	Alyse Vordermark, Chair	X	Robyn Folsom, City Councilor
X	Judy Silverforb, Vice Chair		
--	James Boscole		<b>City Staff</b>
--	Kaelie Nielsen	X	Kristen Switzer, Community Services Director
X	Anna Lee	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Amanda Stanaway		

## MEETING NOTES

1. Call to Order/Roll Call (Vordermark)
  - The meeting was officially called to order at 6:34 PM.
2. Introduction of new members (Vordermark)
  - Vordermark introduced the new members of the board, Anna Lee and Amanda Stanaway.
3. Adjustments to the agenda (Vordermark)
  - Switzer would like to discuss the plans for a new online Resource Guide.
4. Approval of March minutes (Vordermark)
  - *Lee motioned to approve the March 2013 minutes. Silverforb seconded. All in favor; motion passed.*
5. Royal Academy Update (Folsom)
  - Folsom told the committee that they would like to move The Royal Academy to the Cannery Square Plaza this year. Silverforb asked what The Royal Academy is. Folsom shared that it is a children’s musical production. Last year, Vordermark wrote a grant that pulled the Robin Hood Festival together with the SFA and VPA. Last year’s production was called True Loves Tale, which was a Sleeping Beauty story rewritten by a local resident. The performance was held on Friday night at Stella Olsen Park during the Robin Hood Festival, but it ended up feeling disconnected from the festival because of the location. This year, they are planning on doing an encore performance of the VPA’s Little

Mermaid, with auditions being open to grades K-12. The plan is to use the same actors from the original performance for the main roles.

- Last year they did crafts including art trading cards, in addition to many other activities. They also had pre-performance entertainment. This year they would like to have hands-on art, a meet and greet, and pictures with the cast. Folsom would like input from the committee on how to organize the craft piece of the program. Last year they sold tickets to the show for \$5/adult and \$10/child, but the children's tickets included the art. Lee asked what the mission is for the fee. Is the mission to support the arts? Maybe the crafts should be offered on a donation basis with a sign that says proceeds benefit the arts. Folsom noted that the craft portion will cost \$1200-\$1500 to put together, and is wondering if they should gate off Cannery Square Plaza. The other option would be to have the arts and crafts in the street and have the show in the Plaza. Then they can use it as a draw to bring people in for the show. Folsom noted that there are less hands-on arts programs in our community and it is nice to tie it in with the performing arts. The Robin Hood Festival has a free craft area, but this should be something of higher value. Folsom thinks that they should charge for the musical and then have a separate charge for the crafts. Folsom would like to include the SCAC name somehow in the program. She asked if the SCAC would be willing to pay for the fees for use of the Plaza. Switzer stated that she is concerned about shutting down the plaza to the general public since the water feature is at that location.
- Stanaway noted that she would like to see old town businesses more involved. She lives in old town and sees how the businesses are impacted. She said that she has talked with several business owners and they are not necessarily opposed to events, but the impact on their business is significant. Maybe there should be an open house to discuss event plans with business owners in old town. Lee said that she would like to see the SCAC stay focused on their mission by augmenting the businesses, but not reach out specifically to become that hub or role.

#### 6. Altered Art Festival Update (Vordermark)

- Vordermark said that she does not have an update. Switzer mentioned that there has been a challenge with securing a location. She talked to Shelly Lamb about the possibility of moving the event to Veterans Park since the Saturday Market will take place at Cannery Square Plaza this year. Vordermark stated that Cannery Square Plaza gets much more visibility, but Veterans Park will work too.

#### 7. Missoula Children's Theater Update (Switzer)

- Switzer shared that there are two shows coming this summer for Missoula. They will be Robinson Crusoe, June 24 – 29; and Beauty Lou and the Country Beast, July 8 - 13. The SCAC pays for one week of Missoula and helps to recruit volunteers and find home stays. We also help with check in, ticket sales, and program and ticket printing. The SFA pays for the other week. Switzer asked the commission if they know of anyone who would like to host the directors this year. Folsom offered to host for the program the last week in June. Vordermark mentioned that maybe Sydney Corl-Hill would be willing to host in July.

#### 8. Strategic Plan (Vordermark)

- Vordermark shared that the strategic plan was generated a few months ago. The commission is trying to figure out whether they would like to be a working group or a hub. Vordermark would like to nail down some goals. She knows that the group would like to focus on a Public Art Program. Nielsen and Vordermark will be meeting with Lake Oswego and Wilsonville representatives next Wednesday to discuss their Public Art Programs. They are hoping to gain some insight on how to start a program for Sherwood. Jesse is an artist that did some public art for Wilsonville. He has shown interest in doing some pieces for Sherwood. He would like to use some scraps from the old cannery building to make the pieces. He now wants to charge though, so there will need to be outreach done to other artists in the community to make it fair.

#### 9. Resource Guide (Switzer)

- Switzer shared that the City of Tigard has a Resource Guide on their webpage and the City of Sherwood would like to add something similar. The guide will include various businesses, non-profit organizations, events, and programs. Once the Community Center is up and running, we could even list those events. An intern from PSU has been assigned to this project. She will be setting up the structure and doing some outreach to get the guide going. There will be an application that will allow people to add, edit, or remove their own information and we hope to add an approval process also. Lee asked who will be managing the guide. Switzer said that it will be the responsibility of the Community Services Department. Switzer showed the committee the City of Tigard's webpage and demonstrated how it works.

#### 10. Council update (Folsom)

- Folsom shared that the Council met two nights ago. The Senior Center Remodeling Project was \$40,000 over budget. The plans were refined and the project was approved to move forward. The remodel will be complete by mid-July.
- The budget process is underway, and Budget Committee meetings will begin the end of April.
- The old cannery building demolition will be complete by the end of the month.

#### 11. Other

- Switzer mentioned that the VPA and SFA have been heading up the raffle at Music on the Green for the past few years. She asked the committee if they would like to take that back over and put the proceeds toward art in the community. The committee will think about the possibilities.

#### 12. Next meeting/adjourned

- The next meeting will be held on Thursday, May 2, 2013 at 6:30 pm at City Hall.

**Adjourned at 7:59 pm.**