

MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Monday, April 21, 2014 at 6:30pm
LOCATION: Sherwood City Hall, 22560 SW Pine Street

ATTENDEES

Cultural Arts Commission

Alyse Vordermark, Chair
Judy Silverforb, Vice-Chair
James Boscole
Anna Lee
Amanda Stanaway
Vicki Poppen
Shelly Lamb
Jen Harlow
Ramin Rouhbakhsh

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. Adjustments to the agenda (Vordermark)
3. Approval of March minutes (Vordermark)
4. Election of Chair/Vice Chair (Vordermark)
5. Missoula Children's Theater (Switzer)
6. MOG Raffle/Cultural Arts Community Center booth opportunity (Switzer)
7. Pix on the Plaza (Switzer)
8. Opening Gala (Switzer)
9. Public Art (Switzer)
10. Council Update (Folsom)
11. Next meeting/adjourn (Vordermark)

Next meeting: Monday, April 19, 2014 @ 6:30pm



Sherwood Cultural Arts Commission MEETING NOTES

APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	04.21.2014 6:30PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Alyse Vordermark
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Cultural Arts Commission		Council Liaison	
X	Alyse Vordermark, Chair	X	Robyn Folsom, City Councilor
--	Judy Silverforb, Vice Chair		
--	James Boscole		
--	Anna Lee	X	City Staff
X	Amanda Stanaway	X	Kristen Switzer, Community Services Director
--	Vicki Poppen	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Shelly Lamb		
X	Jen Harlow		
X	Ramin Rouhbakhsh		

MEETING NOTES

1. Call to Order/Roll Call (Vordermark)
 - The meeting was officially called to order at 6:30 pm.
2. Adjustments to the agenda (Vordermark)
 - None
3. Approval of March minutes (Vordermark)
 - *Lamb motioned to approve the March 2014 minutes. Stanaway seconded. All in favor; motion passed.*
4. Election of Chair/Vice-Chair (Vordermark)
 - Vordermark announced that her term will be ending soon and she will not be reapplying at this time. She also shared that Boscole has resigned, leaving a second vacancy. The group will vote for Chair and Vice-Chair positions at the next meeting. Silverforb explained that she travels too much to be Chair, but she is willing to be Vice-Chair. Switzer thanked Vordermark for her involvement with the committee over the years.
5. Missoula Children's Theater (Switzer)
 - Switzer reminded the committee that homestays are still needed for the Missoula Directors. She explained that the director bios have not been received yet so we do not know if there are any allergies to consider. Sydney Corl-Hill, a former committee member, hosted the directors for both weeks last year and she had mentioned that she would be willing to host again. Switzer stated that she will reach out to Sydney to see if

she would be willing to host this year. She encouraged the committee members to get the word out about sign-ups. Vordermark mentioned that she is willing to volunteer to help with registration for at least one week of Missoula.

6. MOG Raffle/Cultural Arts Community Center booth opportunity (Switzer)

- Switzer mentioned that the opportunity is still available for the CAC to be part of the Music on the Green raffle this year. They would have to partner with a non-profit, maybe the VPA or SFA, and share the proceeds. She asked if the committee is interested in the opportunity. Folsom stated that she is willing to help with it this year. Switzer mentioned that it would be a great opportunity to get information out about the new center. Lamb said that she is willing to help also. Folsom is willing to gather volunteer help and Lamb will help to gather the raffle prizes.

7. Pix on the Plaza (Switzer)

- Switzer shared that the Gardner Team would like to be the presenting sponsor for the program again this year. They are excited to promote the event. Switzer shared that a survey is being put together to see what movies people would prefer to see. This will also be a good way to get the community involved. Switzer mentioned that they had discussed potentially rotating locations in order to touch more people's neighborhoods, but if that were the case the name, Pix on Plaza, would need to be changed. Switzer mentioned that she is a little concerned with tying the movies together with the Italian Festival. Folsom would like to see the two events occur together. She likes the idea of drawing extra people to the Plaza. The more people in the Plaza, the better for the movies. Stanaway asked if they are looking at doing this event annually. Folsom answered that they probably would like to continue holding it each year. Folsom likes the idea of having an Italian themed movie playing that evening, such as Roman Holiday. Rouhbakhsh thinks it's a good idea. Switzer would just like to make sure that they know that there will not be any support provided for the event. Vordermark asked how the Gardner Team feels about it. Switzer mentioned that Amber Gardner feels that it would be better as a stand-alone event.

8. Opening Gala (Switzer)

- Switzer stated that she would like the committee to begin brainstorming about the kickoff for the opening of the new center. She has budgeted for an opening gala, and would like it to be a community event that is free, and open to all. She envisions having people come in and experience what the center will be like and somehow incorporate all aspects of art. Vordermark mentioned that they could add a bigger named artist and charge for admission as a secondary part to the gala in order to start fundraising for the facility. Stanaway mentioned that the center should be used by the community, but it also has to create an economic infrastructure as well. The better those two aspects work together, the better the center will be. Switzer stated that the committee does not need to decide tonight, but she would like them to start thinking about ideas. Many helpers will be needed. Switzer shared that the new budget includes a Center Manager position which she would like to fill before the center opens in January, but some of the planning needs to start now. Her plan is to have a soft opening in January, and then a month or so later hold the gala. She shared that there will be kinks to work out in the beginning and we will want everything running smoothly before we hold a larger event.

9. Public Art (Switzer)

- Switzer shared that Jesse, a local sculpture artist, had volunteered quite a while ago to make a piece of art for the new building. He took some scrap pieces from the old cannery building in order to make something for the center, which is great. The only problem is that he wants to now be compensated for his work. The dilemma is that the

City cannot just select him. There has to be a process that opens the opportunity to other artists who might be interested. The City does not currently have a Public Art Program in place. Vordermark shared that she met with Nancy from the Lake Oswego Art Council some time ago to discuss their public art program. It is part of their City code to require a percent of capital improvement projects for art. They are their own nonprofit, but they are paid through a contract with the City for maintenance. Switzer mentioned that the development of this program is important. Stanaway noted that it doesn't need to be drawn up from scratch. Sherwood can duplicate what others have done. Stanaway likes the idea of holding a competition for the structure that will go on the outside of the building. She mentioned that the committee needs to hold open houses to meet artists that will be using the building. She also mentioned that she would like to know the background of the panels that are in storage. Vordermark stated that there is information that they came with. She will look into getting that information.

10. Other

- Lamb asked how the name will be decided on for the new center. Folsom said that Council is working on it. They have thought about potentially holding a competition. The acronym idea is neat. She shared that there was a big response from the community for the naming of Edy and Laurel Ridge. Many have been brainstorming how to tie in the historical and Old Town piece. An endowment to name the facility would be great.
- Harlow shared that the community art project material is at the library and ready to go. It will be a once-a-month competition held in June, July, and August.

11. Council Update (Folsom)

- Folsom shared that Council has been reviewing public policy for exclusion of indecent behavior in public buildings. They have come up with some language that mimics Tigard's policy. This policy will be separate from the library's policy. Folsom also announced that long time Library Manager, Pam North, will be retiring in June.

12. Next meeting/adjourned

- The next meeting will be held Monday, May 19, 2014 at 6:30 pm at City Hall.

Adjourned at 7:55 pm.