



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Monday, April 18, 2016 at 6:30pm
LOCATION: Sherwood Center for the Arts,
22689 SW Pine St

ATTENDEES

Cultural Arts Commission

Skye Boughey, Chair
John Liles, Vice Chair
Vicki Poppen
Shelly Lamb
Iiley Thompson
VACANT

Council Liaison

Jennifer Harris, City Council President

City Staff

Kristen Switzer, Community Services Director
Maggie Chapin, Center for the Arts Manager
Kelsey Beilstein, Administrative Assistant

AGENDA

1. Call to Order/Roll Call (Boughey)
2. Adjustments to the Agenda (Boughey)
3. Approval of March Minutes (Boughey)
4. Update on New Membership (Chapin)
5. Center for the Arts Program Update (Chapin)
6. Cultural Arts Walking Tour Update (Chapin/Beilstein)
7. Community Arts Outreach Update (Chapin)
8. Friends of the Center for the Arts Update (Lamb)
9. Gala Event Update (Chapin)
10. Council Update (Harris)
11. Other (Boughey)
12. Next Meeting: May 16 /Adjourn (Boughey)



Sherwood Cultural Arts Commission

MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	4.19.2016 6:30PM
LOCATION	Sherwood Center for the Arts 22689 SW Pine St. Sherwood OR, 97140
FACILITATOR	Skye Boughey
NOTES TAKEN BY	Kelsey Beilstein

ATTENDEES

Cultural Arts Commission	Council Liaison
X Vicki Poppen	X Jennifer Harris, City Councilor
X Shelly Lamb	
X Skye Boughey; Chair	City Staff
X John Liles; Vice Chair	— Kristen Switzer, Community Services Director
X liley Thompson	X Maggie Chapin, Cultural Arts Center Manager
VACANT	X Kelsey Beilstein, Administrative Assistant II

MEETING NOTES

1. Call to Order/Roll Call (Boughey)

- 6:32pm

2. Adjustments to the Agenda (Boughey)

- Agenda approved as presented

3. Approval of March Minutes (Boughey)

Poppen motion to approve the March minutes. Seconded by Lamb. All in favor; motion passed.

4. Update on New Membership (Chapin)

- New member interview will occur on April 19th. Upon approval by City Council, there will be a new member at the next Arts Commission Meeting.
- With the addition of a new member there will be one vacancy left for the commission.

5. Center for the Arts Program Update (Chapin)

- Catalogue
 - Summer catalogue has arrived
 - It will be going out in the May Gazette
- Classes/Camps
 - Spring classes are not going as well as winter classes; there were 86 students in winter and so far 30 for spring.
 - Both spring break camps had to be canceled.
 - Summer camp registration was opened last Friday and 6 students have registered so far.

- Classic Film Series
 - Grease Sing-Along, had 40 attendees. They dressed up and had a blast.
 - Another sing-along we be a part of the 16-17 series.
 - May 5th is Alice in Wonderland.
- Family Matinee
 - Tears of Joy's Jungle Book had 120 attendees on Saturday and 600 kids from fieldtrips.
 - The series is gaining momentum
 - May 14th is the last show for the season; A Wacky Circus.
- Gallery Season
 - Fresh Fibers opening night was the same night as Art Walk; last Thursday.
 - Fresh Fibers is up until July.
 - Photo Challenge is open until June 10th and the show will be opening July 22nd.
 - Four Eights will be the last show for the year and also a fund raiser for Makers 5.
- Rentals
 - Friday, there is a wedding reception being held in the Main Hall.
 - Susanne Bonamici will be holding a Town Hall on May 7th. She has been a huge supporter of the arts.

6. Cultural Arts Walking Tour Update (Chapin/Beilstein)

- Beilstein gives a summary of the project thus far and the Community Enhancement Project grant that was received to fund phase one of the project.
- It was suggested that in future phases of the project applications and technology be intergraded into the Walking Tour.
- It was asked what the City's stance is on public art. Chapin stated that the city does not currently have a public art policy and that takes quite a bit of time and money to make that happen. If it is something that the Commission would like to work on, there are grant programs out there that will help create a Public Art Master Plan.
- It was asked to put phase 2 of the Cultural Walking Tour on next meeting's agenda to discuss what the Commission would like it to look like.
- Poppen volunteered to be the point-person for the Commission while phase 1 is being worked on.

7. Community Arts Outreach (Chapin)

- Art Walk
 - Turnout was low
 - The community art walk committee will be looking for feedback from participating businesses and artist about low turnout. Possibilities are bad weather, having the event too frequently, or the community is too busy certain times of the year.
 - Next Art Walk will be happing on June 23nd from 6-9pm.
 - If anyone from the Commission would like to come to the Art Walk meeting, it would be a great opportunity to connect to the community.
- Altered Art Festival with SFA on June 4th
 - 12 vendors are currently signed up, but history tells us that people always wait till the last minute.
 - It was asked who started the Altered Art Festival. Lamb gave a brief history of the festival. Shelly and Lori Randle started the festival as an Altered Book show at the library and it has grown from there.

8. Friends of the Center for the Arts Program Update (Lamb)

- Lamb reported that the Friend of the Center for the Arts currently has 12 members, bringing in \$700
- Friends are currently raising money by selling concessions at Classic Films and Family Matinee.
- This summer Friends will be selling raffle tickets at Music on the Green.

- Some potential new board members have expressed interest in joining the board, but have not turned in applications.
- It was suggested that the Friends look into other local non-profits that offer memberships to partner with.

9. Gala Event Update (Chapin)

- 92 people attended
- \$4,000 was raised in tickets sales
- \$650 was raised at the wine wall
- \$1,360 was pledged for the stage
- \$465 was pledged for programing
- Expenses were approximately \$5,500
- The Friends of the Sherwood Center for the Arts will be donating the pledges for the stage right away.

10. Council Update (Harris)

- Councilor Harris was not present to give an update.

11. Other

- It was announced that the Mixolydians won the Rose City Sing Off.
- The Right Brain Initiative was discussed as something the Commission might want to work on bringing to Sherwood schools.
- "Guys & Dolls" is opening at the High School.

12. Next Meeting/Adjourn (Boughey)

- Adjourned at 8:56pm
- The next meeting will be held Monday, May 23, 2016 at 6:30 pm at Sherwood Center for the Arts.

SHERWOOD CULTURAL WALKING TOUR

Goal:

To develop a self-guided walking tour that will showcase and preserve Sherwood's history and unique identity for citizens, visitors and future generations. The Cultural Walking Tour will highlight culturally, historically and artistically significant locations around Sherwood.

Phases:

The initial phase would include mapping out the tour, designing trail markers and installation of trail head sign.

Awarded from CEP Grant: \$7,850

Stops outlined in grant application:

- Old Schoolhouse
- Rudy Olsen Gas Pump Park
- Cofelt Building
- Smock House
- Morback House
- Cannery Square
- City Hall/Public Library Art
- Sherwood Hotel
- Room for future additional stops

Timeline:

- March: Kick off meeting
- April: Finalize map and locations
- May: Review conceptual design
- June: Finalize conceptual design
- July: Fabrication
- August: Installation
- September: Grant moneys must be spent

RFQ requested from:

- Sea Reach
- Oregon Sign Works
- Meyer Architectural Signs & Graphics