



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Monday, May 23, 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
Geof Beasley
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 April Minutes (Boughey)
4. Introduction of New Member & Update on New Membership (Chapin)
5. Center for the Arts Program Update (Chapin)
6. Cultural Arts Walking Tour Update (Switzer/Beilstein)
7. Community Arts Outreach Update (Chapin)
8. Commission Focus and Direction Conversation (Boughey)
9. Friends of the Center for the Arts Update (Lamb)
10. Council Update (Harris)
11. Other (Boughey)
12. Next Meeting: June 20 /Adjourn (Boughey)



Sherwood Cultural Arts Commission MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	5.23.2016 6:30PM
LOCATION	Sherwood Center for the Arts 22689 SW Pine St. Sherwood OR, 97140
FACILITATOR	Skye Boughey
NOTES TAKEN BY	Mary Weggeland

ATTENDEES

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

MEETING NOTES

- 1. Call to Order/Roll Call (Boughey)**
 - 6:35pm
- 2. Adjustments to the Agenda (Boughey)**
 - Agenda approved as presented
- 3. Approval of March Minutes (Boughey)**

Boughey motion to approve the April minutes. Seconded by Beasley. All in favor; motion passed.
- 4. Update on New Membership (Chapin)**
 - Chapin introduces the new member, Geof Beasley.
 - Someone has applied for the last vacant position on the commission, and upon approval by the City Council, they will be at the next Arts Commission meeting.
- 5. Center for the Arts Program Update (Chapin)**
 - Family Matinee-
 - The last family matinee show, A Wacky Circus, was a huge success with 250 tickets sold.
 - The total attendance over the whole season was 700, with a goal for next season of 1000.
 - Performers have loved the space and have asked to come back.
 - The Center is currently looking for performers for the next season.

- SCA received a \$1500 grant from the CCWC for this season, which covered half of the costs. The new grant cycle for the CCWC is coming up and they will apply again.
- Rentals
 - May was a quiet month for rentals. June is quite busy. July and August are quiet as well, but that can change as the summer progresses.
 - Friday and Saturday, the Fired Up Dance Academy is putting on Sleeping Beauty.
 - June 1, the Vision Action Network is holding a banquet in the Main Hall.
 - June 17, the Taste of WA County is renting the space.
 - June 28, is the Chamber of Commerce Awards.
 - A few big productions have inquired about renting the Center in the fall.
- Gallery Season
 - Fresh Fibers is up until July. Has been really popular.
 - The Photo Challenge has an open artists' call until June 10th and the show will be opening July 22nd.
- Classic Film Series
 - Showing Jaws on June 2nd – that is the final show of this season
- May Classes/Camps
 - Good numbers registering for summer camps. There were software issues with the website that had to be addressed and are now fixed.
 - The Missoula drama camps have been very popular. Only a few spots left.
 - Switzer asked that an email be sent out to those registered for the camp to find homestays for the Missoula camp actors. They will need 2 bedrooms but don't have to stay at the same home. The dates needed are June 20-25 and August 8-13. The SFA will be looking for homestays as well.
 - SCA is partnering with Youth Tech Inc. to provide tech summer camps. Hopes to foster a long term relationship for these types of camps.
 - It was asked how they specifically foster the relationship. Chapin explained how the revenue from the camp is divided between the Center and Youth Tech Inc.
 - Currently working on programming and classes for the fall.

6. Cultural Arts Walking Tour Update (Switzer)

- Switzer gives a summary of the project thus far and the \$8000 Community Enhancement Project grant that was received to fund the project from Metro/Pride Recycling.
- The first phase includes creating signage, a map, and a marker at each spot of the walk. These items are being designed now and will be discussed at the June meeting.
- Grants will be applied for to support this project next year, after the first phase is solidified.
- It was asked what the Commission wants to ask for next May when a new grant is applied for. Adding public art was suggested.
- Liles suggested plaques with a phone number that when called, can give information that can't fit on the plaque. Gave example of "Teletales" on Mt. Hood.
- It was also suggested to use photographs and information from the Historical Society.

7. Community Arts Outreach (Chapin)

- Art Walk
 - Next Art Walk will be happening on June 23rd from 6-9pm.
 - There will be 3 meetings before then for the participants and organizers.
- Altered Art Festival with SFA on June 4th
 - 20 vendors are currently signed up
 - Volunteers are needed. Set is 7 am-10 pm. Take down is after 4 pm.
 - There will be activities on the grass area.
 - There will be an Altered Art competition with ribbon prizes.
- Weekly Bi-lingual Story time at Stella Olsen Park
 - Organized by the Library, the School District & the YMCA

- Will happen every Thursday, June 30- August 18, 11:30-1 pm.
- The SCA will help provide fun and easy crafts some of the dates.

8. Commission Focus and Direction Conversation (Boughey)

- Boughey asked what the direction of the Arts Commission is and does that direction need to be redefined. Suggested a retreat to discuss focus and priorities.
- It was suggested that Chapin send out an email with the charter for the Commission as well as information on the standard role of Local Arts Agencies.
- It was decided that the Commission members will meet for a retreat on June 20th from 4-8 pm. Dinner will be provided.

9. Friends of the Center for the Arts Update (Chapin)

- Friends are currently raising money by selling concessions at Classic Films and Family Matinee.
- Looking for new members and volunteers
- Will start planning for the next gala soon.

10. Council Update (Harris)

- The City Council is currently meeting to discuss the budget.
- Motion 34-244 passed at the last election and may have a big impact on budget issues.
- It was asked if the law could be repealed and Harris said that it could.
- Mayor Clark is running for re-election. No one is running against her yet.
- Three people have announced that they are running the City Council.
- The city noise ordinance passed. New quiet hours are Sun. –Thurs. 7 am-8pm, Fri-Sat. 7 am-9 pm. There is also a residential picketing ordinance.
- It was asked if the retail space in the SCA will be rented and Harris replied that two applications have been submitted for the space.

11. Other

- Chapin shared that she is using some travel and training budget to go to the Americans for the Arts conference in Boston this June.
- Chapin also shared that she has joined the board of the Cultural Coalition of Washington County. The Westside Cultural Alliance has been working on a survey to see how the arts can impact communities. They conducted a survey here in Sherwood after the Wacky Circus and will share their findings with us next year.

12. Next Meeting/Adjourn (Boughey)

- Adjourned at 8:25 pm
- The next meeting will be held Monday, June 20, 2016 from 4-8 pm. Location to be determined.