



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Monday, July 25, 2016 at 6:30 pm
LOCATION: Sherwood Center for the Arts
22689 SW Pine Street

ATTENDEES

Cultural Arts Commission

Skye Boughey, Chair
John Liles, Vice Chair
Vicki Poppen
Shelly Lamb
Iiley Thompson
Geof Beasley
Nicole Burgess

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 June Minutes (Boughey)
4. Center for the Arts Program Update (Chapin)
5. Cultural Arts Walking Tour Update (Switzer)
6. Community Arts Outreach Update (Chapin)
7. Vision Discussion (Boughey/Chapin)
8. Friends of the Center for the Arts Update (Lamb)
9. Council Update (Harris)
10. Other (Boughey)
11. Adjourn (Boughey)

Upcoming Events/Dates to Note

- Next Meeting: August 15 at 6:30pm
- Westside Cultural Alliance Networking Event: July 28 at 5pm, 503 Uncorked
- Missoula Children's Theater Performances: August 13 at 3pm & 5:30pm



Sherwood Cultural Arts Commission

MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	7.25.2016 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 Skye Boughey; Chair	- Jennifer Harris, City Councilor
X John Liles; Vice Chair	
- Vicki Poppen	City Staff
X Shelly Lamb	X Kristen Switzer, Community Services Director
X liley Thompson	X Maggie Chapin, Cultural Arts Center Manager
X Geof Beasley	X Kelsey Beilstein, Administrative Assistant II
- Nicole Burgess	

MEETING NOTES

1. Call to Order/Roll Call (Boughey)

- 6:34pm

2. Adjustments to the Agenda (Boughey)

- Agenda approved as presented

3. Approval of June Minutes (Boughey)

Beasley motion to approve the June minutes. Second by Boughey. All in favor; motion passed.

4. Center for the Arts Program Update (Chapin)

- Missoula Children's Theatre sessions are full Peter & Wendy Aug 8-13 – still looking for one homestay. Need volunteers on Aug 13th for the show (popcorn sales for the Friends.)
- Exceeding expectations for summer camp – Leah Burgess is doing an incredible job programming classes.
- Family Matinee Series is being programmed.
 - Tears of Joy will be performing two shows with field trips during the week.
 - Portland Taiko will perform in March.
- Gallery: the Photography challenge is now open and will be up through October
 - Four Eights is next – canvas pickup is in August.
 - It was asked if the Center for the Arts gets a cut of gallery sales. Chapin explained that the Center gets 30%

- In 2017 Makers5 will cut back to curating 3 shows vs the full season.
- Rentals – Two productions, three concerts and lots of competition for the weekends this fall
 - CYT is in the process of booking 2 more shows and a benefit performance. (WOW!)
 - Full Draw Film Festival was successful; selling out the Main Hall
 - New rental rates are opening some doors for new performance groups
 - Ongoing Rentals are about to open up
 - It was asked if City Staff is responsible for the cleaning of the building after rentals. Chapin explained that the city has a contracted janitorial company and renters are required to spot clean after their rental.
- Outdoor events are going strong

5. Cultural Arts Walking Tour Update (Switzer/Beilstein)

- Switzer reported that stop descriptions have been sent to June Reynolds and Sea Reach for proofing. Switzer also requested that the Cultural Arts Commission members look over descriptions and send any changes into Beilstein by the end of the week.
- The next step in the project will be to design trail markers.
- Switzer expressed interest in adding technology in the future phases of the project; QR code for extended stories and photo overlays.

6. Community Arts Outreach (Chapin)

- Art Walk – September 15 – meeting will be soon
- Library Summer reading performances in the main hall have had a great draw
 - It was asked if there has been an issue with parking for events. Chapin explained that there have been no problems.
- Center for the Arts is putting on crafts at 4 Bilingual Storytelling events in the park
- Center for the Arts will have a table at all Music on the Green and Movies in the Park events.

7. Vision Discussion (Boughey/Chapin)

- Chapin proposed that the Commission take one area of focus, per meeting, from the June retreat to concentrate on and do a SWOT analysis on.
- For the month of July the Commission chose to review “Partnership and Outreach.”
 - S
 - Art Walk
 - Art Commission visibility/authority
 - Center for the Arts venue
 - Event invites built in
 - Connections/don't need to recreate the wheel
 - W
 - Staff time
 - Lack of commitment
 - Ideas
 - Inertia/Starting point
 - Money
 - Community resistance
 - O
 - Local events; farmers market
 - Strong school arts support
 - Lots of artists/art organizations
 - An active Chamber of Commerce
 - T
 - Ballot measure taking money away from the budget
 - Lack of support
 - Economy
 - Lack of people

- It was suggested that the Cultural Arts Commission compose an elevator speech about the Commission; who, what, where, when, why. Chapin asked that each member come to the next meeting with a couple sentences to contribute.
- Boughey volunteered to be the Cultural Arts Commission representative at the Art Walk meetings.
- Chapin purposed that August's focus be "Arts Education," and "Public Art," be September's focus.

- Chapin will arrange a public art speaker in September.

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

- Currently working on finding new members and filling board vacancies.
- The Friends have raised \$600 in three weeks running the raffle at Music on the Green.
- There are a number of volunteer opportunities for anyone interested.

9. Council Update (Harris via Boughey)

- The Council is currently discussing the following:
 - A stipend for council; \$250 for councilors and \$500 for Mayor
 - Change the City Records reporting from Council to City Manager
 - Remove the word "annual" from the charger with regard to the Budget; allowing flexibility in the future in case the City ever wants to move to a two year budget cycle.

10. Other

- Chapin announced that upcoming arts events will be listed at the bottom of all future agendas. These are events that members may be interested in attending.

11. Next Meeting/Adjourn (Boughey)

- Adjourned at 8:30pm
- The next meeting will be held Monday, August 15, 2016 at 6:30 pm at Sherwood Center for the Arts.