



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Monday, October 3, 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
Shelly Lamb
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 July Minutes (Boughey)
4. Member Recruitment (Chapin)
5. Center for the Arts Program Update (Chapin)
6. Community Arts Outreach Update (Chapin)
7. Vision Discussion – Arts Education (Boughey/Chapin)
8. Friends of the Center for the Arts Update (Lamb)
9. Council Update (Harris)
10. Other (Boughey)
11. Cultural Walking Tour Outing (Switzer/Beilstein)
12. Adjourn (Boughey)

Upcoming Events/Dates to Note

- Next Meeting: October 17, at 6:30pm
- International Day of Peace: September 24
- Four Eights Gallery Opening: October 19, 6:30-8:30
- Classic Film Series Kick-off: "Ghostbusters" October 6



Sherwood Cultural Arts Commission MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	10.03.2016 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
X Skye Boughey; Chair	- Jennifer Harris, City Councilor
X John Liles; Vice Chair	
- Vicki Poppen	City Staff
X Shelly Lamb	- Kristen Switzer, Community Services Director
- Liley Thompson	X Maggie Chapin, Cultural Arts Center Manager
X Geof Beasley	- Kelsey Beilstein, Administrative Assistant II
- Nicole Burgess	X Mary Weggeland, Recreation Assistant

MEETING NOTES

1. Call to Order/Roll Call (Boughey)

- 6:30pm

2. Cultural Arts Walking Tour Update (Chapin)

- Commission went on the walking tour starting at the Center for the Arts.
 - Commission discussed where to put the walking tour trailhead marker and agreed that they wanted it placed in front of the Center planters, facing Cannery Square.
 - They also discussed where to put the walking tour plaque on the Center for the Arts building and agreed on the brick wall facing the parking lot.
 - At the library stop, it was agreed that the plaque should go on the lower brick wall on the front corner of the Library.
 - There was discussion about the order of the stops on the route and it was decided that more info was needed about if having the route cross a street without a crosswalk would be advisable. It was decided that this conversation would be continued in future meetings.
 - The group was not fond of the orange color around the proposed plaques, and that a more neutral metallic or black would coordinate with existing plaques at Cannery Square.
 - The group expressed an interest in placing medallions as markers along the walk.

3. Adjustments to the Agenda (Boughey)

- Agenda approved as presented
- 4. Approval of August Minutes (Boughey)**
- Liles motion to approve the August minutes. Second by Beasley. All in favor, motion passed.*
- 5. Member Recruitment (Chapin)**
- There is new advertising on the Center for the Arts website to recruit Commission members.
 - The Commission needs two new members but could use four more.
- 6. Center for the Arts Program Update (Chapin)**
- Summer classes and camps were very successful.
 - Fall classes are currently running. Some class options had to be canceled due to low registration but students who did enroll were moved to later classes.
 - There is a Gallery opening on Oct. 19th for the Four-Eights exhibit. They are hanging the show this week. Chapin is hoping to encourage gallery patrons to buy the art.
 - Family Matinee Series- Tears of Joy puppet theater: Coyote Tales (Oct.29), The Zaniac (Jan. 14), Portland Taiko Drummers (Mar. 18), Tears of Joy: Toad Prince (Apr. 8), Rainbow Dance Theater (May 13). Center staff is working to find sponsors for the matinee series to offset the \$3600 cost of the series.
 - The Classic Film Series starts this week with Ghostbusters (Oct.6). There are two sponsors for this film series which costs \$700 to provide.
 - There have been a number of rentals and the next few months are very busy. Chapin explained that she was able to pass a policy for on-going rental policy. Journey church rents the center every Sunday and uses the whole building for their service.
 - It was asked if Journey Church met the requirements for an on-going rental. Chapin explained that the Center had two applicants that met the requirements who both wanted to rent on Sunday morning. Journey Church was picked blindly from the two options and now provides a \$25,000 revenue for the Center.
 - The retail space at the front of the building is in the final stages of being leased. It will be a restaurant and will bring an estimated \$58,000 in revenue for the Center.
 - It was asked if the restaurant will share the parking lot with the Center. Chapin explained that yes, the parking lot will be used by the restaurant but there should be sufficient parking for Center events.
 - Chapin is currently hiring two new on-call staff members for the Center.
- 7. Community Arts Outreach (Chapin)**
- The Art Walk in Sept. was very successful and well attended.
 - Staff will have Center for the Arts information booths at the Onion Festival and the YMCA Harvest Festival.
 - There will be a Halloween in Old Town event on Halloween night from 3-6 pm.
 - Holiday Festival in December.
- 8. Vision Discussion (Boughey/Chapin)**
- Chapin discussed partnering with the Rotary, Library, and other big groups on the Unity project next year. Boughey then suggested watching the Unity project video at the next meeting to discuss it more.
- 9. Friends of the Center for the Arts Program Update (Lamb)**
- The Friends raised \$1,971 at the Music on the Green and Movies in the Park.
- 10. Council Update (Harris via Boughey)**
- Harris is not present to give update.
- 11. Other**
- It was asked if guests who are interested on being on the Commission can come to meetings and Chapin replied that guests are allowed.
- 12. Next Meeting/Adjourn (Boughey)**
- Adjourned at 8:30pm
 - The next meeting will be held Monday, October 17, 2016 at 6:30 pm at Sherwood Center for the Arts.

city of sherwood

index

1.0 - 1.9	building plaques
1.10-1.11	plaque mounting options
2.0	trailhead map
2.1	trailhead kiosk

client	city of sherwood
contact	kelsey beilstein 22689 sw pine st sherwood, or 97140
phone	503.625.4207
email	beilsteink@sherwoodoregon.gov
project	city of sherwood
code	csw-001

notes

city of sherwood

by	lwr
date	10.01.16
revisions	08.29.16

[illegible]

scale	nts
by	lwr
date	10.01.16
revisions	08.29.16



SHERWOOD CENTER FOR THE ARTS



The Sherwood Center for the Arts serves as the centerpiece of the Sherwood Arts & Culture community—a hub for cultural activity, and a resource for local artists, arts organizations, and arts patrons to expand the Sherwood cultural experience. The Center also serves as an upscale community center for the residents of Sherwood and the surrounding community.

client

city of sherwood

contact

kelsey beilstein

22689 sw pine st

sherwood, or 97140

phone

503.625.4207

email

beilsteink@sherwoodoregon.gov

project

city of sherwood

code

csw-001

notes

design 2

scale

full scale

by

lwr

date

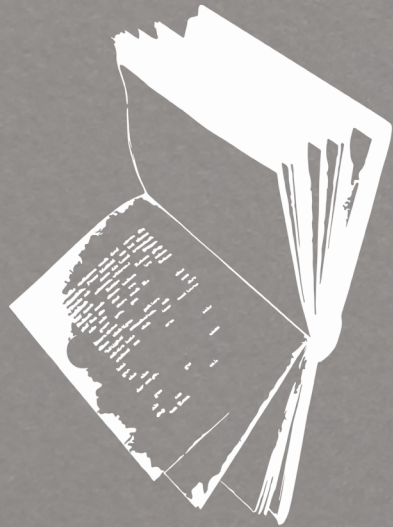
10.01.16

revisions

08.29.16

page

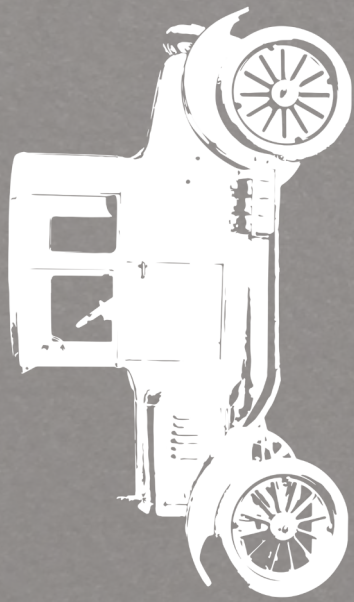
1.1



LIBRARY



The building that houses the Sherwood Public Library and City Hall opened in 2006. Several artistic elements grace the interior and exterior. The Main Reading Room boasts an enamel panel fireplace designed by Whitesavage and Lyle, and the Children’s Reading Room features a colorful ceiling mural designed by Thom Hacker. Ann Storrs designed the nature-themed cast concrete panels on the outside of the building.



ROELICH'S STORE



Louis Roellich built this brick building in 1914 to house the growing product list that his general store carried. A year later, Roellich sold the building to Emil Lawrenze who promptly assembled a Model T Ford to display in the window. He went on to operate one of the first Ford dealership in the area, on First and Pine. Cars would be shipped in crates and mechanics would assemble the car. If the new vehicle made it up the Washington Street Hill, it passed the test and could be sold.

client **city of sherwood**

contact kelsey beilstein

22689 sw pine st

sherwood, or 97140

phone 503.625.4207

email beilsteink@sherwoodoregon.gov

project city of sherwood

code csw-001

notes

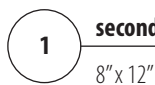
design 2

scale full scale

by lwr

date 10.01.16

revisions 08.29.16



client	city of sherwood
contact	kelsey beilstein
	22689 sw pine st
	sherwood, or 97140
phone	503.625.4207
email	beilsteink@sherwoodoregon.gov
project	city of sherwood
code	csw-001

[illegible]

scale	full scale
by	lwr
date	10.01.16
revisions	08.29.16



GAS PUMP PARK



Rudy Olsen started hauling bags of grain by wagons, drawn by teams of horses, from central eastern Oregon to the Columbia River. He then decided to start his own hauling business in Sherwood in the 1920s. He soon acquired a truck and the gas pump was installed as part of his operation. When he married, he bought the house across the street. For 40 years, all of the produce haulers lined up at 4am for gas at the pump.



MORBACK HOUSE
& OLD CITY HALL



Built in 1892, the bricks used to build the basement were from the Sherwood Brick Factory. J.E. Morback purchased the house in 1899 and went on to be the mayor of Sherwood for 30 years, becoming known as “The Dean of Oregon Mayors.” At the beginning of the 20th century, this house was the only one in town with running hot water, thanks to the rigging of a water tank on the upper floor.

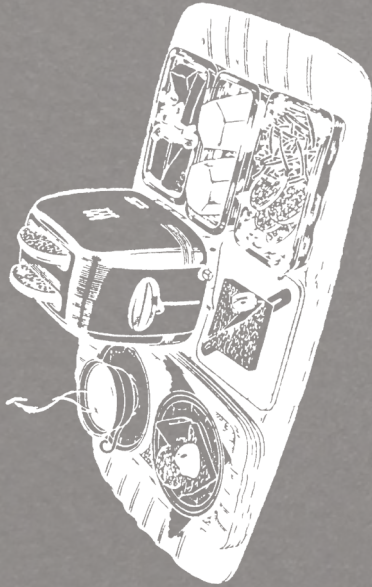
During the 1970s and 1980s it housed the entire city government, from police department to the public works crew.



SMOCK HOUSE



Built in 1868, this may be the oldest structure in Old Town Sherwood. The house was moved to the center of town in 1890, by J.C. Smock when Smockville—later Sherwood—was platted. It probably housed two families, explaining why it possessed twin double doors, opening to separate rooms within the house. A kitchen and porch were added in 1920, and the house was moved to its third and current resting place in 2005.



OLD SHERWOOD HOTEL



In 1915, just four years after a fire devastated downtown Sherwood, Frank Colfelt built a prominent—and fire-resistant—hotel. The building did not operate as a hotel for long though. The top floor was soon converted to apartments, while the ground floor hosted a variety of businesses: a medical office, pub, restaurant, jewelry store, City Hall, and bank. The bank’s original 1921 safe can still be seen today.



ODD FELLOWS HALL/
REBEKAH LODGE



Between the World Wars, this small but graceful Art Deco building was the most popular theater in Sherwood. The last audience left here in the 1920s. A beautiful hardwood floor (transplanted from the Star Hall) has replaced the inclining floor and the stage has disappeared, but it is not difficult to sense the excitement that filled this hall on Saturday nights. The

Rebeckah's organization still exists here today and they currently host the popular morning Doughnut Hour.

client	city of sherwood
contact	kelsey beilstein 22689 sw pine st sherwood, or 97140
phone	503.625.4207
email	beilsteink@sherwoodoregon.gov
project	city of sherwood
code	csw-001

notes

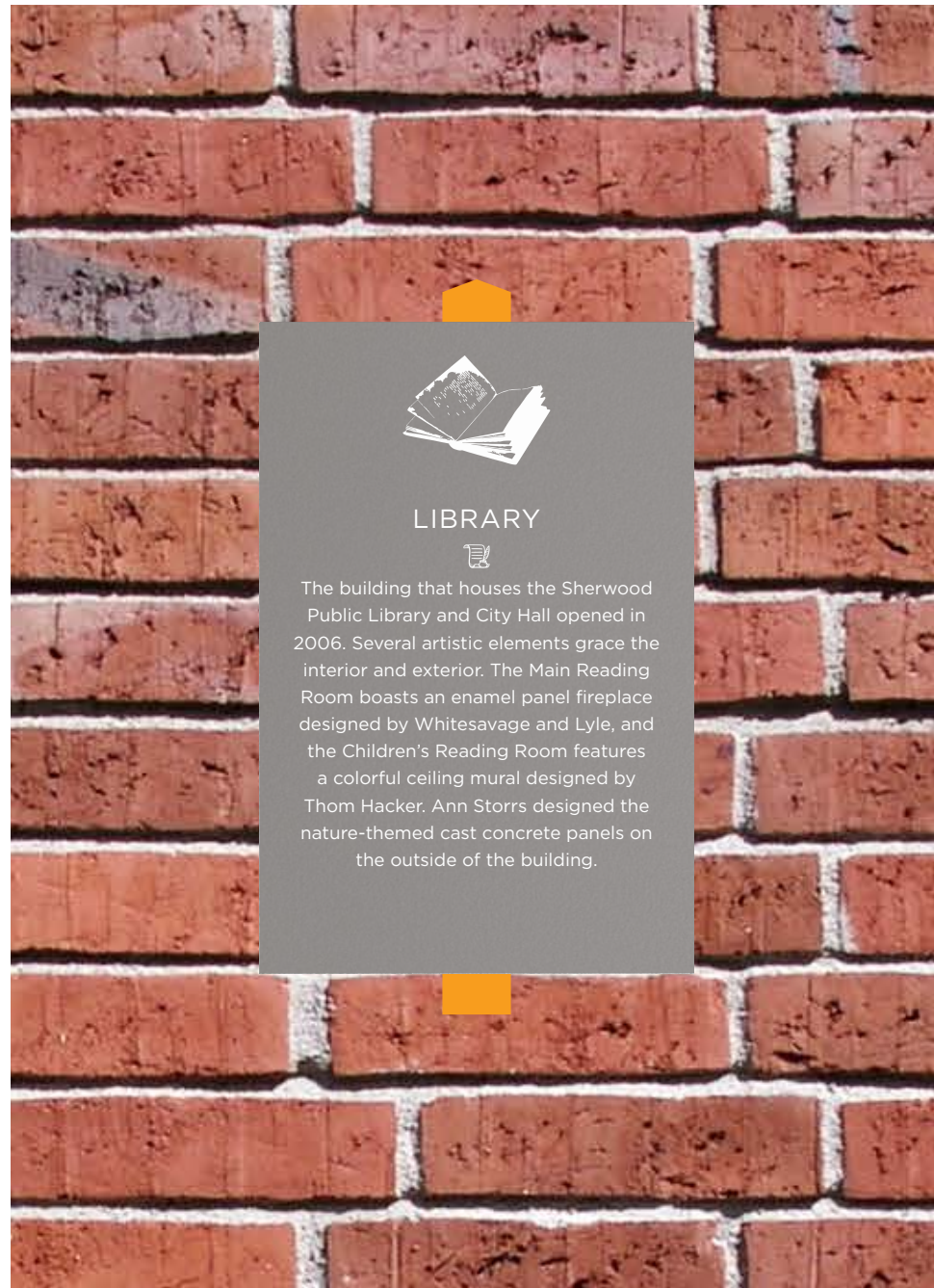
design 2	
scale	full scale
by	lwr
date	10.01.16
revisions	08.29.16



1

wall mount

8" x 12"



2

wall mount

8"x12"

design 2

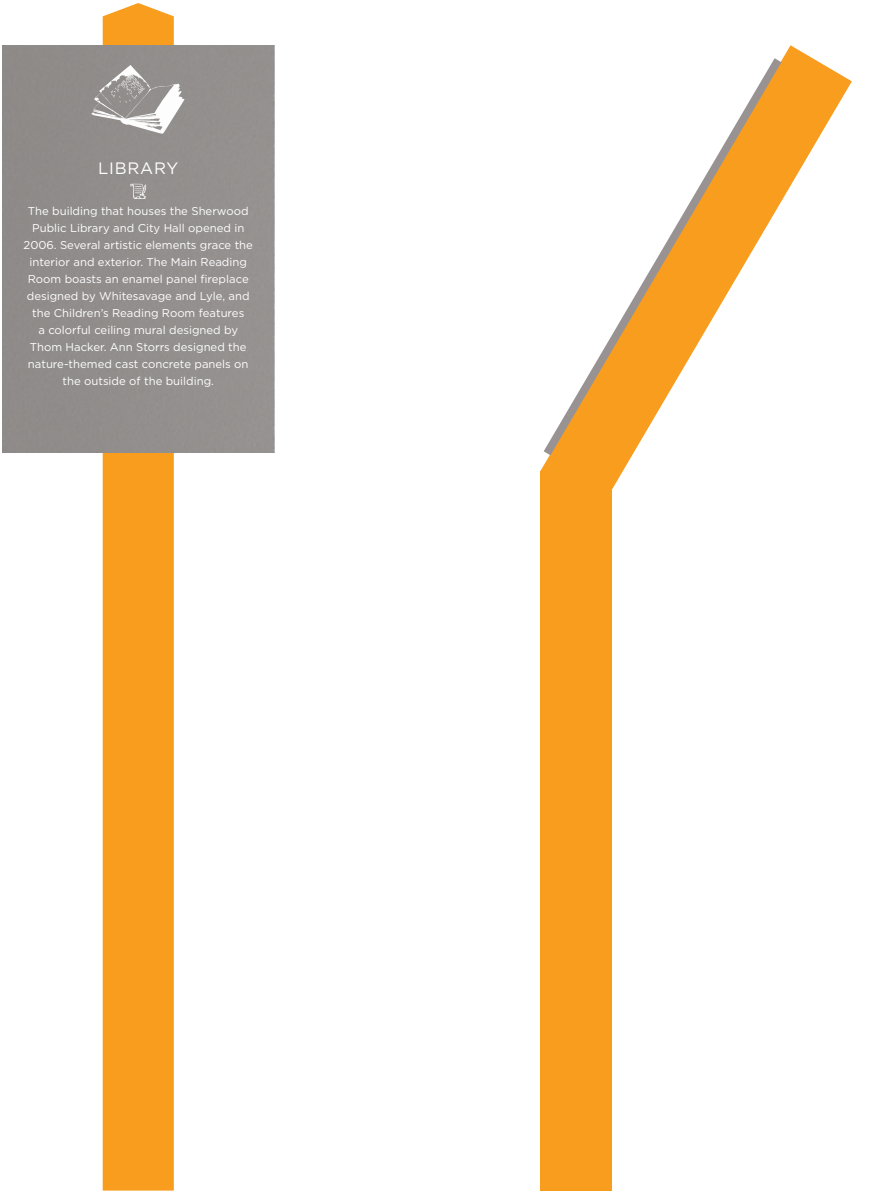
scale full scale

by lwr

date 10.01.16

revisions 08.29.16

page



1 post mount
8"x 12"



2 double post mount
8"x 12"

S E A R E A C H L T D .									
146 ne yamhill street			telephone			503.843.2005			
sheridan			facsimile			503.843.2744			
oregon 97378			email			info@seareach.com			
client	city of sherwood								
contact	kelsey beilstein								
	22689 sw pine st								
	sherwood, or 97140								
phone	503.625.4207								
email	beilsteink@sherwoodoregon.gov								
project	city of sherwood								
code	csw-001								
notes									

- 1 Sherwood Center for the Arts
- 2 Cannery Square
- 3 Library
- 4 Roellich's Store
- 5 Second Friend's Church
- 6 Gas Pump Park
- 7 Morback House/Old City Hall
- 8 Smock House
- 9 Old Sherwood Hotel
- 10 Odd Fellows Hall/Rebekah's Lodge



146 ne yamhill street telephone 503.843.2005
sheridan facsimile 503.843.2744
oregon 97378 email info@seareach.com

client **city of sherwood**

contact kelsey beilstein

22689 sw pine st

sherwood, or 97140

phone 503.625.4207

email beilsteink@sherwoodoregon.gov

project city of sherwood

code csw-001

notes

trailhead

scale nts

by lwr

date 10.01.16

revisions 08.29.16

page

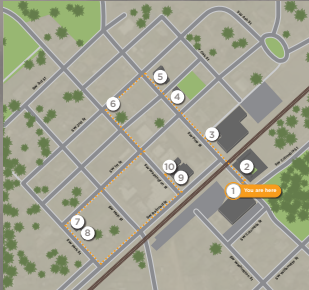
2.1

Sherwood Cultural Walking Tour

Stroll Old Town Sherwood to uncover its past—and present. This tour tells the story of our community by taking you to some of Old Town's most iconic landmarks. Small markers at each stop provide brief descriptions of buildings and the people who have shaped Sherwood.

Feel free to chart your own path or follow the numbers and route provided by the map.

- 1 Sherwood Center for the Arts
- 2 Cannery Square
- 3 Library
- 4 Roelich's Store
- 5 Second Friend's Church
- 6 Gas Pump Park
- 7 Morback House/Old City Hall
- 8 Smock House
- 9 Old Sherwood Hotel
- 10 Odd Fellows Hall/Rebekah's Lodge



Did you know that Sherwood was originally called Smockville?

In the 1860s, James and Mary Ellen Smock settled the area. When the railroad decided to build a line through their land, the resourceful Smocks platted a town near the railroad tracks in 1869. Dubbed "Smockville," the town grew. In 1891, residents changed the town's name to Sherwood.

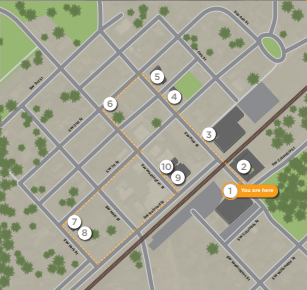


Sherwood Cultural Walking Tour

Stroll Old Town Sherwood to uncover its past—and present. This tour tells the story of our community by taking you to some of Old Town's most iconic landmarks. Small markers at each stop provide brief descriptions of buildings and the people who have shaped Sherwood.

Feel free to chart your own path or follow the numbers and route provided by the map.

- 1 Sherwood Center for the Arts
- 2 Cannery Square
- 3 Library
- 4 Roelich's Store
- 5 Second Friend's Church
- 6 Gas Pump Park
- 7 Morback House/Old City Hall
- 8 Smock House
- 9 Old Sherwood Hotel
- 10 Odd Fellows Hall/Rebekah's Lodge



Did you know that Sherwood was originally called Smockville?

In the 1860s, James and Mary Ellen Smock settled the area. When the railroad decided to build a line through their land, the resourceful Smocks platted a town near the railroad tracks in 1869. Dubbed "Smockville," the town grew. In 1891, residents changed the town's name to Sherwood.

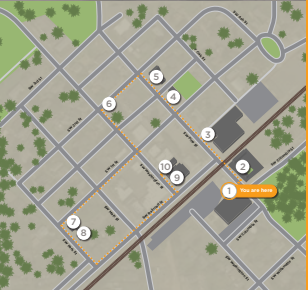


Sherwood Cultural Walking Tour

Stroll Old Town Sherwood to uncover its past—and present. This tour tells the story of our community by taking you to some of Old Town's most iconic landmarks. Small markers at each stop provide brief descriptions of buildings and the people who have shaped Sherwood.

Feel free to chart your own path or follow the numbers and route provided by the map.

- 1 Sherwood Center for the Arts
- 2 Cannery Square
- 3 Library
- 4 Roelich's Store
- 5 Second Friend's Church
- 6 Gas Pump Park
- 7 Morback House/Old City Hall
- 8 Smock House
- 9 Old Sherwood Hotel
- 10 Odd Fellows Hall/Rebekah's Lodge



Did you know that Sherwood was originally called Smockville?

In the 1860s, James and Mary Ellen Smock settled the area. When the railroad decided to build a line through their land, the resourceful Smocks platted a town near the railroad tracks in 1869. Dubbed "Smockville," the town grew. In 1891, residents changed the town's name to Sherwood.



1

tour trailhead

36" x 48"

2

tour trailhead

36" x 48"

3

tour trailhead

36" x 48"