



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Monday, March 20, 2017 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
Bernie Sims

Council Liaison

Councilor Jennifer Kuiper

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 February Minutes (Boughey)
4. Center for the Arts Program Update (Chapin)
5. Friends of the SCA Update (Lamb)
6. Council Update (Kuiper)
7. Arts Outreach Update (Chapin)
8. Unity Project Update (Chapin)
9. Vision Project Discussion – Public Art (Chapin/Boughey)
10. Other (Boughey)
11. Adjourn (Boughey)

Upcoming Dates to Note:

Thursday, April 13: Old Town Sherwood Art Walk, 5-8pm

Saturday, April 15: SCA Arts Gala – Under the Big Top at 6pm

Monday, April 17: Sherwood Cultural Arts Commission Meeting at 6:30pm



Sherwood Cultural Arts Commission

MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	3.20.2017 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	X Jennifer Kuiper, City Councilor
X John Liles; Vice Chair	
- Shelly Lamb	
X Geof Beasley	
- Nicole Burgess	
X Bernie Sims	
	City Staff
	X Kristen Switzer, Community Services Director
	X Maggie Chapin, Cultural Arts Center Manager
	X Kelsey Beilstein, Administrative Assistant II

MEETING NOTES

1. Call to Order/Roll Call (Boughey)

- 6:30pm

2. Adjustments to the Agenda (Boughey)

- None

3. Approval of November Minutes (Boughey)

Sims motion to approve the February minutes. Second by Liles. All in favor, motion passed.

4. Center for the Arts Program Update (Chapin)

- E-Newsletter
 - April has been the biggest one ever due to the number of events happening at the Center.
- On call Recreation Assistant position is now open
 - It was asked how many hours per week this position earns. Chapin explained that it is anywhere between 6-20 hours a week and mostly evenings and weekends.
 - It was asked if staff has to go through the budget processes to get more on call hours. Chapin explained that she has to go through the budget processes when bringing on an additional position, but has flexibility when adding hours to current staff for events.
- Budget season in progress

- Staff is working on enhancing offerings with a status quo budget due to PERS increases and the addition of the Senior Center that the City is taking over programming.
- The Center has around an overall average of 40% cost recovery projected for FY 17/18.
- Public Budget meetings will start in May.
- Family Matinee Series
 - Portland Taiko was a huge success!
 - Tears of Joy is coming April 8th, with field trips all that week.
- Classic Film series
 - Casablanca April 6th
- Rental Highlights
 - Willy Wonka a great success
 - State of the City and Cultural Coalition of Washington County were here this last month
 - A memorial service this last weekend with more than 500 people in attendance.
- Summer Catalogue
 - Finished
 - Will be in the Gazette in May
- Gallery
 - Student Show is coming in April.
 - Darla Boljat is looking for some help on Friday at 11am to receive, organize and start hanging the artwork.

5. Friends of the Center for the Arts Update (Boughey)

- Friends are gearing up for the 2017 Gala
 - 118 tickets have been sold
 - Entertainment will include an acrobat group, a stilt walker, hand balancer, magician, and comedic juggler who will also be the emcee.
 - Activities will include games, silent auction, prize draw, heads & tails and a pledge drive to help with assistance programs.
- Friends brought in their highest sales this past weekend in concessions at Family Matinee- \$106

6. Council Update (Kuiper)

- Kuiper provided updates on the following items:
 - Sherwood High School Winter Percussion Ensemble won 1st places this past weekend in regionals and will now be going to compete in Los Angeles.
 - 250 People came to the Town Hall Meeting regarding the Recreational Center. Senior staff are working on the Request for Proposal that will go out later this week for a Recreational Center operator.
 - Woodhaven Park Re-Grand Opening will be on April 8th.
 - Budget meetings will start in May.

7. Arts Outreach (Chapin)

- Art Walk on April 13th—some great new community relationships are forming.
- The Community Services Department participated in Citizen's University last week – always good to share what we do with a different audience.
 - Chapin reported that a member asked about public art; showing that there is interest in a program.
 - It was asked when the next Citizens University will be held. Switzer answered that it will be in the fall; around October.

8. Unity Project Update (Chapin)

- Chapin reported that talks with Public Works about a location has been started, but nothing has been decided yet.
- The teaser campaign will kick off by a half page ad in the Summer Catalogue.

9. Vision Project Discussion – Public Art (Boughey/Chapin)

- Chapin reported that the following grants are some that may be available for Public Arts programs:

- The Regional Arts and Cultural Council Project Grant with \$7,000 available funds. The applications are due in April and it is very competitive.
- Oregon Community Foundation with \$50,000 available funds, but give out an average of \$5,000-\$20,000 in small arts and culture grants.
- Culture Coalition of Washington County with \$3,000 available funds.
- Oregon Arts Commission's Art Builds Community Grant with \$3,000-\$7,000 matching funds available. The deadline is October.
 - Under this grant it is a possibility to take something like the Unity Project and make a piece that is a permanent reminder to display in the community.
- The City of Sherwood Community Enhancement Project Grant with \$80,000 available funds.
- Sims reported that the following communities have Public Art Master Plans: Ashland, Eugene, Bend, McMinnville, and Salem.
 - Sims would like to print out a copy of each and pass them around to each of the Arts Commission members.
- Chapin explained that the FY 17/18 budget is not going to allow a Public Art Master Plan, but the Arts Commission can start the process by creating a vision and building momentum by starting to network with a small targeted group of people for support.
- Next Steps:
 - Apply for The City of Sherwood Community Enhancement Project Grant to bring in a consultant.
 - Look into repurposing the tops of the monuments that were taken down.
 - Look into using the Community Garden fence as a possible location for temporary art.

10. Other

- Switzer reported Sea Reach will be meeting with staff in the next couple weeks to look at the final budget and to see material for the Cultural Walking Tour.

11. Next Meeting/Adjourn (Boughey)

- Adjourned at 8:21pm
- The next meeting will be held Monday, April 19, 2017 at 6:30 pm at Sherwood Center for the Arts.