



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission
DATE & TIME: Tuesday, September 19, 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
Bernie Sims
Maddie Gavel-Briggs
Matthew Schantin

Council Liaison

Councilor Jennifer Kuiper

City Staff

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 August 29th Minutes (Boughey)
4. Center for the Arts Program Update (Chapin)
5. Friends of the SCA Update (Boughey)
6. Council Update (Kuiper)
7. Unity Project Update & Work Groups (Boughey)
8. Other (Boughey)
9. Adjourn (Boughey)

Upcoming Dates to Note:

Monday, October 16, 2017 at 6:30: Cultural Arts Commission Meeting
Wednesday, September 20 – 27, 2017: Unity Project
Thursday, September 21, 2017 at 5pm: Old Town Sherwood Art Walk
Thursday, October 12, 2017 from 5-8pm: *Four Eights* Gallery Reception



Sherwood Cultural Arts Commission

MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	9.18.2017 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	X Kristen Switzer, Community Services Director
X Bernie Sims	X Maggie Chapin, Cultural Arts Center Manager
X Matthew Schantin	X Kelsey Beilstein, Administrative Assistant II
X Maddie Gavel-Briggs	

MEETING NOTES

1. Call to Order/Roll Call (Boughey)

- 6:33pm

2. Adjustments to the Agenda (Boughey)

- Switch number four (Center for the Arts Program Update) with number seven (Unity Project Update & Work Groups).

3. Approval of August Minutes (Boughey)

Sims motioned to approve the August minutes. Second by Gavel-Briggs. All in favor, motion passed.

4. Unity Project Update & Work Groups (Boughey)

Chapin requested a report from the site plan group

- Beasley reported that he has made a bamboo perimeter for the site.
- Chapin reported that some prep work will start at the Center for the Arts on the 20th with the construction of green fabric bunting that will attach to the bamboo perimeter.
- Liles reported that all 32 poles are at the Center for the Arts and ready for install.

Chapin reviewed the process participants will follow

- The site will open for participants at 3:00pm with an opening ceremony at 5:00. The opening ceremony will be short with the Mixolydians, remarks from Sims, Mayor Clark, Councilor Kuiper, a moment of silence and a second song by the Mixolydians.

Chapin requested a report from the marketing group

- Boughey reported that yard signs and posters have gone up around the community and that the event will be on the 99W reader board.
- Beilstein reported that the Facebook video regarding the event has been viewed over 6,000 times and encouraged the Commission to share it on their pages.
- Gavel-Briggs reported that a press release has been sent to all major news outlets and Ray Pitz will be reporting on the event.
- Sims requested a copy of the press release.

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

- Four application were received for production assistance and they all were awarded the full amount they requested; Sherwood Foundation for the Arts, Voices for the Performing Arts, Christian Youth Theatre and The Oregon Symphonic Band. A total of \$3,225 was awarded.
- A piano cover was received as a donation.
- Work on marketing continues; website, Facebook and Instagram.
- The first Gala planning meeting will be held on October 3rd. The Gala will be held on April 7th.
- The Friends are currently looking for new board members.

6. Council Update (Kuiper)

Kuiper reported the following:

- Health Fitness will be at the Council meeting, tomorrow night, to answer questions from Council.
- Talks have started about City Council holding both an economic and housing summit to address these issues in the community.

7. Center for the Arts Program Update (Chapin)

- Around 30 artists will be participating in the next gallery; Four Eights. The gallery opening will be held on October 12th and sales will begin that night at 5pm.
- The Fall catalogue is now out!
- The Center for the Arts will be participating in the Old Town Sherwood Halloween celebration on October 31st.
- Smockville Brew House is now under construction. Staff has been working on adjusting operations accordingly (especially security).

8. Other (Boughey)

- None

9. Next Meeting/Adjourn (Boughey)

- Adjourned at 7:39pm
- Next meeting is scheduled for October 16, 2017 at 6:30pm.