



MEETING AGENDA

MEETING TITLE: Sherwood Cultural Arts Commission

DATE & TIME: Monday, May 18, 2020, 6:30 pm

LOCATION: *Pursuant to Executive Order 20-16, this meeting will be conducted electronically and will be live streamed at <https://www.youtube.com/user/CityofSherwood>*

ATTENDEES

Cultural Arts Commission

Bernie Sims, Chair
John Liles, Vice Chair
Geof Beasley
Roxanne Blackwood
Ava Boughey
Skye Boughey
Casey Chen
Vicki Poppen

Council Liaison

Councilor Sean Garland

City Staff

Chanda Hall, Arts Center Manager
Kristen Switzer, Community Services Director
Kelsey Beilstein, Program Coordinator

AGENDA

1. Call to Order/Roll Call (Sims)
2. Adjustments to the Agenda (Sims)
3. Approval of February minutes (Sims)
4. Center for the Arts & Public Art update (Hall)
5. Friends of the SCA update (Boughey) (5 minutes)
6. Council Update (Councilor Garland) (5 minutes)
7. Citizen Comment (Sims)
Pursuant to Executive Order 20-16, citizen comments must be submitted in writing to Hallc@Sherwoodoregon.gov. To be included in the record for this meeting, the email must clearly state that it is intended as a citizen comment for this meeting and must be received at least 24 hours in advance of the scheduled meeting time.
8. Other business (Sims)
9. Adjourn (Sims)

Upcoming Dates of Note:

Monday, June 15 at 6:30 pm: Cultural Arts Commission meeting

If you require an ADA accommodation for this public meeting, please contact the City Recorder's Office at (503) 625-4246 or MurphyS@sherwoodoregon.gov at least 48 hours in advance of the scheduled meeting time.



Sherwood Cultural Arts Commission MEETING MINUTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	5.18.2020 6:30 PM
LOCATION	Sherwood Center for the Arts 22689 SW Pine St Sherwood OR, 97140
FACILITATOR	Bernie Sims
NOTES TAKEN BY	Kelsey Beilstein

ATTENDEES

Cultural Arts Commission	Council Liaison
X Bernie Sims; Chair	X Sean Garland, City Councilor
X John Liles; Vice Chair	
X Geof Beasley	City Staff
X Skye Boughey	X Chanda Hall, Cultural Arts Center Manager
X Roxanne Blackwood	X Kristen Switzer, Community Services Director
X Ava Boughey	X Kelsey Beilstein, Program Coordinator
X Casey Chen	
X Vicki Poppen	

MEETING NOTES

- 1. Call to Order/Roll Call (Sims)**
Called to order at 6:32
- 2. Adjustments to the Agenda (Sims)**
 - None
- 3. Approval of November Minutes (Sims)**
 - *Liles motioned to approve the February minutes. Seconded by S. Boughey. All in favor, motion passed.*
- 4. Center for the Arts Update (Hall)**
Hall provided the following updates:
 - Center for the Arts staff is moving ahead with a modified summer camp schedule; it will be 7 to 8 weeks long following Day Camp guidance from the Oregon Health Authority and the Governor's office.
 - It was asked if the guidelines require daily temperature checks. Hall confirmed that daily touch-free temperature checks are in the State guidelines.
 - It was asked if there will be a need for more volunteers. Hall explained that it is not clear at this moment. Hall added that the City needs to be careful with what we are asking volunteers to do. Tasks such as taking temperatures needs to be done by staff.
 - Majority of the Center for the Arts programs have been canceled due to the prohibition on large gatherings and events.

- It was asked if staff have adequate PPE. Hall stated that the City of Sherwood has done an excellent job planning for and providing PPE for employees as needed, and the City has been working to make sure facilities are prepared to reopen.
- The Red Cross held a blood drive at the Center in May.
- Municipal Court will be held at the Center during the month of June to allow them to catch up with a backlog of cases.
- The budget process will be very different this year. All the end-of-year projections that were done in February have had to be re-worked.
- Center Staff has been engaging with the community on social media with programs such as What's on the Wall Wednesday, Virtual Open Mic, and Fouetté Friday to name a few.
- The Summer catalogue will not be published due to the uncertainty of Summer programming. Once the summer camp schedule is finalized, a modified publication will go out in a targeted marketing campaign.
 - It was asked if there is staff currently working at the Center. Hall explained that staff has been mostly working from home and going into the Center occasionally. Public Works has been in the building working on maintenance—painting the stage, replacing cement in the front of the building, and re-painting gallery walls.

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

S. Boughey provided the following updates:

- The May meeting will be virtual.
- With so many people in financial trouble due to the pandemic, the Friends will need to get creative with how to raise money.
- A new member was voted in to join the board, and a number of others had shown interest before the Stay Home Order was put in place.

6. Council Update (Garland)

Garland provided the following Council updates:

- All Council meeting have been moved online.
- Council members have been meeting with elected officials nationally and locally during the pandemic to discuss funding and reopening. Washington County has met 6 of the 7 requirements to enter into Phase One and they are actively working on fulfilling the last requirement.
- Bruce Coleman has been meeting with local business about reopening guidelines and requirements to make sure they are prepared for Phase One.
- The Budget Committee will be meeting for the first time this Thursday virtually. The draft proposed budget was posted for the public this evening.
 - It was asked if the City received funding for PPE. Garland stated that Mayor Mays is working with others for help on that, and to stay tuned.

7. Other Business (Sims)

- Congratulations were offered to A. Boughey for graduating from high school and making her college choice.
- Sims asked the Commission to consider how they might use public art to help the community deal with the pandemic.
 - It was suggested to do a temporary public art project that people could do in their own space, utilizing simple materials like chalk and yarn- with encouraging messaging.
 - It was suggested to do a community art class or art challenge every week. Hall stated that a couple of the Center for the Arts instructor have pivoted to virtual classes. Hall suggested a community-wide virtual project that people could then share in their windows or online.
 - It was suggested to make a message or a display in lights and/or projections, around the theme of Sherwood shining a light and strength through community.

1. Adjourn (Sims)

Adjourned at 7:36