



Home of the Tualatin River National Wildlife Refuge

Sherwood Cultural Arts Commission MEETING NOTES

APPROVED

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	06.9.2014 6:30PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Vicki Poppen
NOTES TAKEN BY	Jennifer Ortiz

ATTENDEES

Cultural Arts Commission		Council Liaison	
X	Vicki Poppen, Chair	X	Linda Henderson, City Councilor
X	Judy Silverforb, Vice Chair		
--	Jen Harlow		City Staff
--	Anna Lee	X	Kristen Switzer, Community Services Director
--	Amanda Stanaway	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Ramin Rouhbakhsh		
X	Shelly Lamb		
--	VACANT		
--	VACANT		

MEETING NOTES

1. Call to Order/Roll Call (Poppen)
 - The meeting was officially called to order at 6:37 pm.
2. Adjustments to the agenda (Poppen)
 - None
3. Approval of May minutes (Poppen)
 - *Lamb motioned to approve the May 2014 minutes. Silverforb seconded. All in favor; motion passed.*
4. Missoula Children’s Theatre (Poppen)
 - The group discussed the details of Missoula Children’s Theatre. There are still no volunteers for homestays for the first week, June 22 – 28. The second week is taken care of. Lamb will check to see if Brian Stecher can send an email out to parents to see if a family might be willing to volunteer for the first week. Switzer will send out a volunteer sign-up sheet for the CAC. The sign-up sheet will include all of the summer event volunteer needs.
5. Music on the Green Raffle (Poppen)
 - Lamb put together a list of potential sponsors for the raffle. The donations should be worth at least \$25 in order to make the prizes appealing. Lamb passed around a sign-up sheet for volunteers to help out with the soliciting. Folsom will secure the ticket sellers for each week. The money raised will be divided equally between the SFA, VPA, and the new Cultural Arts Center. Switzer and Folsom will put together some

information about the center that can be shared with the public each week at the concerts as well.

6. Summer Movies (Poppen)

- Switzer shared that the movie survey was productive (see record, exhibit A). The public has shown that they prefer Stella Olsen Park over Cannery Square. The top four movies choices ended up being The Lego Movie, Despicable Me 2, The Goonies, and Frozen. They will take place the first four Fridays in August. The group will discuss preshow entertainment at the next meeting.

7. Community Center/Non-profit/Open House Discussion (Poppen)

- Poppen shared that she sent a list of stakeholders to Anna and Amanda. She would still like to aim for getting artists together sometime in September. She noted that the group will need to know what this gathering will accomplish. She would like to see information shared about what the center will be like, and how to approach the city. This will provide a platform for artists to be heard. Poppen will bring an outline to next meeting.

8. Council Update (Henderson)

- Henderson mentioned that the new fire department Captain was introduced at the last City Council meeting. They also recognized the Robin Hood Court last week. The budget and fee schedule will be discussed at the next meeting.

9. Other (Poppen)

- None

10. Next meeting/adjourned

- The next meeting will be held Monday, July 21, 2014 at 6:30 pm at City Hall.

Adjourned at 7:45 pm.