



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

CULTURAL ARTS COMMISSION
JANUARY 8, 2024 at 6:30 pm
SHERWOOD CENTER FOR THE ARTS
22689 SW PINE ST.
SHERWOOD, OR 97140

1. CALL TO ORDER
2. ROLL CALL
3. ADJUSTMENTS TO AGENDA
4. CONSENT AGENDA
 - A. Approval of November minutes
5. CITIZEN COMMENTS
6. NEW BUSINESS
 - A. December work session recap (Jennifer Casler)
 - B. Lunar New Year planning (Casey Chen)
 - C. Discussion of lanterns & sculpture painting (Chanda Hall)
7. BOARD COMMENTS
8. COUNCIL LIAISON REPORT (5 minutes)
9. CENTER FOR THE ARTS STAFF REPORT (5 minutes)
10. ADJOURN

How to Provide Citizen Comments:

Citizen comments may be provided in person, in writing, or by telephone. Sign-up forms will be available at the meeting for anyone who wishes to provide comments in person. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by email to hallc@sherwoodoregon.gov and must clearly state that it is intended as a general Citizen Comment for this meeting. To provide comment by phone during the live meeting, email or call hallc@sherwoodoregon.gov, 503-625-4261 at least 24 hours in advance of the meeting start time in order to receive dial-in instructions. In-person and telephone comments are limited to 4 minutes per person. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their name and by their city of residence." Anonymous comments will not be accepted into the meeting record.

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Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

CULTURAL ARTS COMMISSION

11/20/2023 AND 6:30PM

SHERWOOD CENTER FOR THE ARTS
22689 SW PINE ST.

1. CALL TO ORDER

Vice Chair Casler called the meeting to order at 6:37pm.

2. ROLL CALL

Board Members Present: Vice Chair Jennifer Casler, Casey Chen, Jane Parisi-Mosher, Arisa de Olde, Estela Schaeffer, and Michelle Nedwek were present. Members Winnie Parmar, Beth Flores, and Gina Fuaga were absent.

Staff Present: Chanda Hall (Manager at Sherwood Center for the Arts) and Mary Weggeland (Administrative Assistant II)

City Council Liaison: Keith Mays

3. ADJUSTMENTS TO AGENDA

Hall asked to discuss a change to the December meeting date.

4. CONSENT AGENDA

A. Approval of 10/16/23 Meeting Minutes

Jane Parisi-Mosher motioned to approve the consent agenda, seconded by Casey Chen. Motion passed, all present members voted in favor.

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Diwali Recap

Hall stated that the Diwali event was a big success.

- Hall thanked Commission members, Casler, Nedwek, and Schaeffer who volunteered in different roles at the event. Hall noted that they brought family members who volunteered as well.

- Hall stated that Maruti Indian Restaurant was a good partner for the food. They provided samosas that were given free to attendees with a limit of one per person.
- The dancers for the event were added last minute after a different group fell through. Some of the dancers were children from local schools which was wonderful.
- Hall finished by saying that additional volunteers would have made the event smoother. She said that she would ask city volunteers and the Bowman Foundation to help for Lunar New Year and Diwali in 2024. Casler agreed and said that they would like double the volunteers for 2024.
- Chen asked how many people attended and Hall stated at least three hundred and fifty. She felt the 4-7pm time frame was good. People bought dinner and brought the food inside. Schaeffer added that the craft room was really crowded inside the classroom and suggested a change for the next year. Commission members discussed splitting up the craft stations in 2024.

B. December Meeting

Discussion of moving the meeting:

- Hall stated that historically Commission members would attend the Boards and Commission dinner in lieu of a December meeting; however that event is not happening until February in 2024. She said that typically the Commission prepares a SWOT for the year.
- Mays elaborated that SWOT stands for Strengths, Weaknesses, Opportunities, and Threats, and is a way for the Commission to reflect on accomplishments and goals.
- Hall suggested that, since Chair Parmar is going to be meeting with the City Council in December and that the regular meeting for the Commission is scheduled for December 18, the meeting be moved to Monday, January 8 instead. The meeting would be used to plan for the Lunar New Year festival on February 4.
- Vice Chair Casler motioned to move the December 18 meeting to January 8. Motion carried. Hall said that she would post the meeting change.

C. Commission Priority Discussion

- Hall stated that Commission members discussed goals and priorities during the October meeting such as updating the walking tour map, adding roundabout art, and also adding context to the cultural walking tour. Hall added that adding additional buttons to the walking tour map would be a tangible goal for 2024 and said that the Arts Center has money in the budget to make the update.
- Casler stated that she reached out to the Grande Ronde tribe but that they were closed. She would like to have the museum curator come and speak to the Commission about the Kalapuya history of the area. Hall stated that the February 19 meeting would be a good date for a guest speaker. Casler said that she would reach out to the group.
- Hall stated that the Sherwood Historical Society would be a good resource as well.
- Commission members discussed the history of the Old Town district.
- Hall led a discussion on updating the walking tour information. She said that the goal of public art is to make a livable, walkable, vibrant downtown that also describes what was located here before Sherwood.
 - Members mentioned the following ideas:
 - Updating current signs
 - Adding a QR code instead that links people to the updated information
 - Adding additional signs with historical information. Signs would be placed with the guidance of local Native groups.

- Adding signs with geographical information
 - Hiring an artist who can weave the historical threads of Sherwood together
- Hall then led a discussion on mural art:
 - Councilor Mays stated that money for a mural had been set aside.
 - Hall stated that the first step is to find a location.
 - Parisi-Mosher asked if a mural can be protected once it is painted so that it is not overshadowed. Hall stated that it is important to have a strategic plan for the murals beforehand.
 - Councilor Mays stated that all mural art is owned by the City and needs to be approved by the City.
 - Members suggested different locations in Old Town for a mural.
 - Vice Chair Casler asked if there was a goal for the pedestrian bridge. Councilor Mays discussed the ongoing negotiations for the bridge construction bids. The City Council planned to have a vote on moving forward with the construction.

D. Lunar New Year Planning

Hall and Chen discussed the plans for the Lunar New Year Festival

- Chen stated that 2024 would be the year of the dragon and that the festival would need to be bigger than previous years.
- Chen said that the plans included hiring dragon dancers.
- Members discussed the lantern portion of the festival. Hall stated that there would be lanterns to decorate again this year.
- Chen suggested doing a Commission led craft such as dragon that would hang in the Arts Center.
- Members discussed the layout and plan for activities. Hall explained that the Main Hall would be available on February 4 which will help with the crowding experienced at the previous festival.
- Chen and Hall described the vendors and crafts for the event. Hall stated that the Commission would focus on keeping the elements that worked well in previous years- visual display, performance group, food options, free activities, and crafts for children.
- Hall stated that she would meet with Chen to create a sign-up for Commissioners with the event responsibilities.

7. BOARD COMMENTS

Nedwek asked if the Arts Center had any plans for Hanukkah. Hall stated that she was meeting with a community member to discuss plans. Hall added that Winter at the Center would be starting on November 30 and would be a good time for a Hanukkah event.

8. COUNCIL LIAISON REPORT

Council Liaison Mays reported that the City Council would have a work session on the pedestrian bridge construction that would be broadcasted on YouTube. He discussed the budget concerns for the upcoming project. He stated that the Old Town Holiday Festival would be on December 2. The parade will start at the Kohl's parking lot and end in Cannery Square across from the Arts Center.

9. STAFF REPORT

Hall reported that the Arts Center had a lovely Veterans day hosting the City event in the Main Hall. She thanked staff who helped get ready for the event and added that this ceremony had a wide diversity of ages at the event. Hall ended by describing the upcoming Winter at the Center schedule.

10. ADJOURN

Vice Chair Casler adjourned at 7:41pm.

Minutes Approved on

Date

Chair or transcriptionist Signature