



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

CULTURAL ARTS COMMISSION
FEBRUARY 19, 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 January minutes
5. CITIZEN COMMENTS
6. NEW BUSINESS
 - A. Lunar New Year recap/debrief
 - B. Public Art next steps
 - C. Summer Art Walk
 - D. Volunteer appreciation
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.

ADA Accommodations:

If you require ADA accommodations for this public meeting, please contact hallc@sherwoodoregon.gov or 503-625-4261 at least 48 hours in advance of the scheduled meeting time.



Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION
1/8/2024 AT 6:30PM

SHERWOOD CENTER FOR THE ARTS
22689 PINE ST. SHERWOOD, OR

1. CALL TO ORDER

Chair Parmar called the meeting to order at 6:32.

2. ROLL CALL

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

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

City Council Liaison: Keith Mays

3. ADJUSTMENTS TO AGENDA

Hall welcomed Sherwood citizens attending the meeting, including the dragon sculpture artists, Susan Fu and Kelly Tsai, and Lunar New Year sponsor Andre Hage. Hall also thanked Commission member Casey Chen for providing snacks for the meeting.

4. CONSENT AGENDA

A. Approval of 11.20 Meeting Minutes

Vice chair Casler motioned to approve the consent agenda, seconded by Flores. Motion passed, all present members voted in favor.

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. December work session recap (Jennifer Casler)

Vice Chair Casler stated that the work session went well. At the meeting, she discussed the Cultural Walking Tour, murals, and cultural celebrations/festivals with the City Council and other Boards and Commission Members. She stated that there was a lot of support from the Council. Councilor Mays agreed and said that Casler did a great job representing the Cultural Arts Commission

B. Lunar New Year planning (Casey Chen and Chanda Hall)

- Chen brought a presentation on the upcoming Lunar New Year festival and it was projected for Commissioners to follow along (Exhibit A). They discussed the following.
 - **Lanterns-** Chen and Hall asked if Commission Members could help spread the word about decorating lanterns. De Olde offered to take lanterns to Sherwood High School and Flores asked for some as well. Hall stated that the Arts Center would also hold a lantern decoration day for local home school students on 1/19 and asked Schaeffer to share the information with local groups.
 - **Red envelopes-** Chen stated that the envelopes would contain treats, tickets to upcoming Family Matinee shows and coupons. Hall added that Chen helped find a local winery that is sponsoring the event. They will have tickets in adults-only red envelopes that will allow visitors to win wine.
 - Chen stated that there will not be a calligraphy station this year.
 - **Tea experience-** Chen said that there will be tea provided for visitors. Hall would purchase cups for this station.
 - **Candy greeting-** Chen stated that this is a fun spot for young volunteers to help at. They will hand out candy to those coming in to the festival.
 - **Storytelling-** Hall stated that the previous year had been more crowded than anticipated in this activity. The story room had two group sessions that were quite full. Hall added that the activities would be spread out this year in the Main Hall and classroom.
 - **Zodiac character lanterns and headwear from Taiwan Consulate-** Chen stated that she had requested the supplies from the consulate again this year but was unsure if they would be provided in time.
 - **Photo booth-** This station would be new this year and would include a photography spot with a dragon sculpture made by Susan Fu and Kelly Tsai. The project would be finished after the meeting with the help of the Cultural Arts Commission.
 - **Sugar coated fruit-** This would be a new station and would include a Taiwanese treat, made by Susan Fu. The fruit is skewered and then coated in a crunchy sugar glaze.
 - **Vendor-** Baked Happiness is returning for the festival this year and will sell treats.
 - **Winery-** Chen stated that Quailhurst Winery would be present to sell bottles of wine. Hall added that pouring and tasting the wine would trigger an insurance policy which staff was currently researching.
 - **Boba tea-** Chen shared that MORE Realty was sponsoring free Boba tea for visitors. There would be 100 cups available. It was asked if the boba could come in smaller cups. Chen said she would check.
 - **Performance-** Chen stated that the event will have both lion and dragon dancers performing in the Main Hall, which is a change from the previous year.
 - **Drum team-** There will be a performance by the Oregon Chinese Coalition.
 - **Dragon craft-** Kelly Tsai will be leading a craft to make a paper chain dragon.
 - **Zodiac animal poster and stamps-** Chen explained this new activity where visitors will be able to find their Chinese zodiac sign and get a stamp.
- Hall stated that each activity would require a few volunteers. She asked for 12 volunteers from the City but noted that that number was not guaranteed. She asked Commissioners to think of family and friends that might be available to help. Hall noted the event was carried by Chen's family and friends the previous year and that Commission members were essential as well.

- A Commissioner asked about hiring help for the event, and Hall emphasized that it was important to have volunteers along with some staff members.
- It was asked how long each activity would take. Chen answered that most activities would take 10-20 minutes. Hall added that some, like the Boba, might take less time.
- Flores suggested shutting down activities during performance times so that volunteers could watch the dancers and musicians.
- Hall stated that set up for the even would start at 12pm. She asked Commission members to arrive no later than 1:30pm to be assigned volunteer roles and receive name tags.
- Commissioners discussed who would be able to come and volunteer.
- Chen and community member, Susan Fu, described the significance of this Lunar New Year and the dragon myth.
- It was asked if there would be a display in the library entrance again this year. Hall answered that a Lunar New Year display would be created on February 1 and stay there for the month of February. Hall invited Commission members to be present to help set up the display.

C. Discussion of lanterns and sculpture painting (Chanda Hall)

Hall stated that community members Kelly Tsai and Susan Fu created a dragon for the Commission members to help decorate. She asked them to explain the process of adding scales to the dragon. Fu and Tsai demonstrated how members can help with the project. They added that they will reuse the body of the dragon for next year's festival, which is the Year of the Snake.

7. BOARD COMMENTS

Community member Susan Fu asked volunteers to be careful passing out boba to young children during the festival. She suggested having a sign for the booth that mentions that boba need to be chewed.

8. COUNCIL LIAISON REPORT

- Council Liaison Mays reported the following:
 - The City Council recently voted for a new Council President and that Kim Young was selected for that role.
 - The contract for the pedestrian bridge was awarded. The bridge will connect the current city to the area that will grow the most over the next 20-30 years.
 - Sherwood Broadband is expanding to more neighborhoods.
 - The City Manager resigned and the City Council wishes him the best. Craig Sheldon, who is a 25-year employee at Public Works, is the acting City Manager, and Kristen Switzer is the acting Assistant City Manager.
 - The City Council is gearing up for goal setting and for submitting an application to METRO for boundary growth.
 - There was a short legislative session in Salem and the City Council is assessing how the new legislation will impact Sherwood.
- Vice Chair Casler asked what percentage of the budget included the transient lodging tax and if Sherwood would be getting a second hotel. Councilor Mays answered that a second hotel has been approved but may not start construction until 2025.
- Vice Chair Casler asked what percentage of the TLT tax is allocated to arts funding. Councilor Mays answered that a lot of the tax will be dedicated to public art and tourism. Hall asked if the percentage would be decided by the mayor. Mays said that he would ask the mayor, but that in general some of the tax goes to the county and some to the city. Some of the portion that comes

to Sherwood goes straight to an arts fund and some goes to tourism. The City Council decided that some will go to public art.

- Vice Chair Casler asked about artwork on the roundabout. Councilor Mays responded that an artist is creating four deer statues for the roundabout on Oregon St. He said the process was started when he was mayor and that the Commission would have input on future public art projects. Hall asked Councilor Mays to bring pictures to the Commission meeting in February.
- Parisi-Mosher asked if the City has start dates for the pedestrian bridge and hotel. Councilor Mays stated that the hotel will be located by Langer Entertainment Center and will part of the second phase of development for the area. He stated that the bridge will be under construction starting in Spring 2024. They expect that the bridge will be done before the end of 2025.

9. CENTER FOR THE ARTS STAFF REPORT

- Center Manager Hall reported that the Arts Center had just hosted their first Family Matinee Series performance of the year. 435 people attended the Bubble Man show. Staff members were able to add more seats and include people who were waiting for tickets. She praised the performer and said that he put on an entertaining show, which is popular around the world. Tickets for the show were only \$5.
- Hall stated that there will be a total of three Family Matinee Shows during the season. The next performance will be Murray Irish Dancers on St. Patrick's Day. OBT2 will be the last show in April and is also returning from last year. They will perform a mix of contemporary and classic dances.

10. ADJOURN

Chair Parmar adjourned at 7:32.

Minutes Approved on

Date

Chair or transcriptionist Signature

Exhibit A

Lantern decoration in the lobby

Return lanterns by 1/25/2024 and they will be hung on the ceiling in the lobby area.

Lanterns hold cultural and symbolic significance in the Lunar New Year celebration. Here are several meanings associated with lanterns during this festive time: Symbol of Good Luck, Warding off Evil Spirits, Welcoming the Spring Festival



Red envelopes

The red envelope typically contains money and is given as a gesture of good luck, blessings, and prosperity. Center will have vouchers, coupons and sponsored gifts this year.

Red is considered an auspicious and lucky color. Red envelopes are commonly given by married couples or older family members to younger unmarried individuals or children. This gesture is a way to transfer good wishes and blessings for the upcoming year.



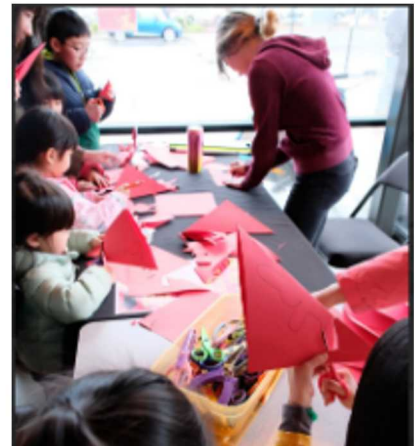
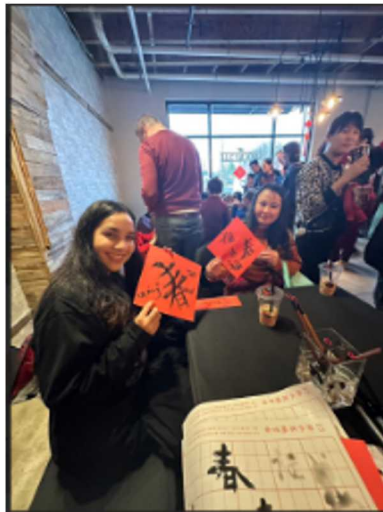
Red paper crafting

&

Calligraphy on red paper

Using red paper to write "春" or craft "春".

The concept of "春" is often used metaphorically to express the idea of a new start or a flourishing period in various contexts.



Tea Experience

Oolong tea from Taiwan is famous and well-known.

Asian families today still continue a long-standing tea ceremony tradition. People serve tea with treats when they have guests home.



Greeting with candies at front door

During the Lunar New Year, it is a common tradition for households to prepare various snacks and candies to treat visiting friends and family. Eating sweets during the New Year symbolizes the hope for a smooth and delightful year ahead, where everything will be prosperous and beautiful.



Story telling

Story of Nian, a Lunar New Year Story or 12 Zodiac animals. Learning the story behind Lunar New Year.



Zodiac character lanterns and headwear from Taiwan Embassy

Cute popular zodiac character lanterns crafting. Request crafting material from Taipei Economic and Cultural Office



Photo Booth - Large Scale Dragon

For visitors to take photos and hashtag the event.



Sugar coating fruit (in squash shape)

A famous Taiwanese night market treat. It embodies a New Year ambiance with its red hue and sugary essence.



Vender - Baked Happiness

Jolene will have many different sweets with the New Year look.



Vender - Quailhurst Winery



Sponsor - 100 cups Boba tea

Andre and Casey with MORE Realty will offer free Boba teas to celebrate with visitors



Performance - Lion Dancing & Dragon Dancing

Including lion dancing and DRAGON dancing. It will have 23 ppl perform the show

Lion/dragon dancing is an important ritual in Asian tradition believed to bring good luck and drive away evil spirits on auspicious occasions



Performance - drum team

Oregon Chinese Coalition will perform a drum show.



Kelly's Crafting

Kelly will teach dragon crafting. She will be creating a collection of dragon-themed products, limited edition.



12 Zodiac animals poster + stamp & years chart

For visitors to find their zodiac characters and have stamp on their hand.

What Is Your Chinese Zodiac Sign? (Chinese Zodiac Chart)											
Rat	Ox	Tiger	Rabbit	Dragon	Snake	Horse	Sheep	Monkey	Rooster	Dog	Pig
1912	1913	1914	1915	1916	1917	1918	1919	1920	1921	1922	1923
1924	1925	1926	1927	1928	1929	1930	1931	1932	1933	1934	1935
1936	1937	1938	1939	1940	1941	1942	1943	1944	1945	1946	1947
1948	1949	1950	1951	1952	1953	1954	1955	1956	1957	1958	1959
1960	1961	1962	1963	1964	1965	1966	1967	1968	1969	1970	1971
1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983
1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995
1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043