



Home of the Tualatin River National Wildlife Refuge

# Sherwood Cultural Arts Commission MEETING NOTES

MEETING TITLE	Sherwood Cultural Arts Commission
DATE & TIME	01.09.2013 6:30PM
LOCATION	Sherwood City Hall—Community Room
FACILITATOR	Doug Pedersen
NOTES TAKEN BY	Jennifer Ortiz

## ATTENDEES

<b>Cultural Arts Commission</b>		<b>Council Liaison</b>	
X	Doug Pedersen, Chair	X	Robyn Folsom, City Councilor
X	Alyse Vordermark, Vice Chair		
X	James Boscole		<b>City Staff</b>
--	Judy Silverforb	X	Kristen Switzer, Community Services Director
--	Cydney Corl Hill	X	Jennifer Ortiz, Events and Volunteer Coordinator
X	Kaelie Nielsen		

## MEETING NOTES

1. **Call to Order/Roll Call (Pedersen)**
  - The meeting was officially called to order at 6:40 PM.
2. **Adjustments to the agenda (Pedersen)**
  - No adjustments.
3. **Approval of November minutes (Pedersen)**
  - *Vordermark motioned to approve the November 2012 minutes. Boscole seconded. All in favor; motion passed.*
4. **Strategic Plan (Vordermark)**
  - Pedersen started the discussion by stating that he is very upset because SCAC was not notified of the structural problems with the old cannery building. He believed SURPAC and others were aware, but Pedersen feels that the SCAC was overlooked. Switzer shared that the failed truss was discovered in early December and that to her knowledge SURPAC had not been notified. The public was notified at the same time, with a press release. Pedersen would like the City Manager, Joe Gall, to come to the next SCAC meeting to discuss this and answer some questions he has. Folsom reassured the committee and told them that there will be a meeting held to answer questions and collaborate on the project moving forward from this point. She apologized to the committee for the way that they were cut out of the steering committee several years ago, but again reassured them of the City's intent to involve them from this point on. She also reminded them that this is a new City Manager and he has a fresh perspective on the project. Gall and Pessemer are drafting a letter that will go out to all organizations that have an interest in the project.
  - Vordermark passed out a draft of the 2013-2014 Strategic Plan. (See Exhibit A)  
Nielsen stated that the committee does not have any control over the situation with the

community center right now, but she would like to move forward and focus on other projects that the committee does have control over. She would love to see new programs started. Vordermark suggested that the committee focus on getting a 501(c)(3) status first, so that the committee can fundraise and do their own projects. Folsom brought up the idea of having the CAC get involved in the Royal Academy. They could have as little or as much involvement as they would want. Vordermark would like to see a person assigned as liaison for the Royal Academy. Pedersen would like a formal sign of support from the City Manager before the group pursues anything. Nielsen would like to at least start some small programs to try to raise a little money. Switzer shared that, in her experience, the small programs have not made any money and that they are great for community involvement, but the group would probably break even. If the committee is interested in fundraising, it will be the bigger community events that make money. Boscole mentioned that the next step would be to get an approval from the City to pursue the 501(c)(3) status. Switzer will talk with the City Manager about getting approval. The committee assigned Boscole to pursue the 501(c)(3). He mentioned that the application requires a name for the non-profit. He likes the name, *Patrons of Sherwood Cultural Arts*.

- **Nielsen motioned that the name be *Patrons of Sherwood Cultural Arts for the 501(c)(3)*. Vordermark seconded. All in favor; motion passed.**
- Folsom asked if it is okay with the committee if she shares their strategic plan with City Council. The committee agreed.
- Vordermark shared that the SFA has requested help from the SCAC for the Art Festival to be held June 1<sup>st</sup> at Veterans Park. They are requesting assistance with street closures fees, SEPA fees, park reservation fees, a port-a-potty, printing, postage, and tent usage. Switzer mentioned that Veterans Park is not a park that can be reserved, so no fees would be required. For the other items, the City used to have an application process for organizations to request assistance, but no applications are being accepted this year.

#### 5. Council update (Folsom)

- Folsom reminded the group that the new mayor, Bill Middleton, will be sworn in at the next council meeting on January 15<sup>th</sup>.

#### 6. Other

- Switzer shared that Missoula dates have been secured. June 24-29 will be *Robinson Crusoe* and July 8-13 will be *Beauty Lou and the Country Beast*. The request for use of the PAC at SHS has been submitted. Switzer will keep the SCAC updated on progress as dates get closer.

#### 7. Next Meeting/adjourned

- The next meeting will be held on Thursday, February 7, 2013 at 6:30 pm at City Hall.

**Adjourned at 7:55 pm.**