



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

**CULTURAL ARTS COMMISSION
JANUARY 27, 2025 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 December minutes**
- 5. CITIZEN COMMENTS**
- 6. NEW BUSINESS**
 - A. Lunar New Year planning**
 - B. CEP Grant discussion**
 - C. Update on Pedestrian Bridge art process**
 - a. East approach**
 - b. Lighting design**
 - c. Medallions**
- 7. BOARD COMMENTS**
- 8. COUNCIL LIAISON REPORT**
- 9. CENTER FOR THE ARTS STAFF REPORT**
- 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:

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MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

12.16.24 AND 6:30PM

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

1. CALL TO ORDER

Vice Chair Casler called the meeting to order at 6:33pm.

2. ROLL CALL

Board Members Present: Vice Chair Jen Casler, Estela Schaeffer, Beth Flores, Michelle Nedwek, Jan Parisi-Mosher, Leah Nedwek, Deborah Reisman. Chair Winnie Parmar and member Casey Chen were absent.

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

City Council Liaison: Keith Mays

Visiting Presenter: Robyn Folsom (Friends of the Sherwood Center for the Arts President)

3. ADJUSTMENTS TO AGENDA

None.

4. CONSENT AGENDA

A. Approval of 11/18/2024 Meeting Minutes

Commissioner Reisman 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. Lunar New Year Planning

Hall reported that plans for the Lunar New Year festival were underway with help from Commissioner Chen. Community members Kelly Tsai and Susan Fu, who helped with marketing and planning for the previous festival, are also helping. Hall explained that Fu would be creating a snake sculpture to

hang from the lobby ceiling of the Arts Center as a part of the lantern display. Hall passed out flyers with details on the lantern distribution and collection and said that the Commission would discuss more during the January 27 meeting. She also followed up on a discussion from the November meeting about adding food trucks to the festival. Hall stated that a Cambodian food truck is confirmed for the event but that they are looking for two more.

B. CEP Grant Discussion

1. Councilor Mays started the discussion on the CEP grant application process. He explained that the money for the grants comes from taxes that METRO collects and then gives back to the community. A commissioner asked the amount of funds available for grants. Councilor Mays said that there is possibly \$80,000-100,000 that can be granted to applicants.
2. Hall asked if there were any projects or ideas that the Commission could facilitate from start to finish. The Commission discussed the following ideas:
 - a. Lights reflecting onto the library wall
 - b. Wrapping the Cannery Square restroom with artwork:
 - i. Hall described two methods that could be used to wrap the building.
 - ii. The Commission discussed the impact of that spot for the community events and that they should start looking for possible artists..
 - iii. Hall stated that a Commission member would be assigned to help write a grant at the January meeting.
 - iv. Councilor Mays suggested that members do research between the meetings.

C. Friends of the SCA Presentation

Robyn Folsom, president of the Friends of the Sherwood Center for the Arts, came to present to the Commission. She shared that the Friends had recently asked the City Council to name the Main Hall of the Arts Center after Meara Boughey, a Sherwood resident who passed away in 2022 from cancer. Folsom spoke about the history of the Center and that the next year would be the 10th anniversary of the building's opening. She also shared the many ways that Meara participated in plays and volunteer work at the Center over the years. Folsom stated that the City Council asked the Friends to present their request to the Cultural Arts Commission and ask for a recommendation. Hall added that if the request is supported by the Commission, that Center staff will find a company to create the sign. Folsom said that the Friends would cover the cost of the sign and its installation. Hall asked the Commission to vote on the request.

1. Commissioners discussed what the plaque would look like and if the plaque would contain information that shows Meara's ties to the Arts Center.
2. Casler moved to make a motion: We the Cultural Arts Commission recommend naming the theater at the Center for the Arts the Meara Boughey Theater.
3. It was asked if there needed to be further discussion on the motion. Commissioners said no.
4. Commissioner Schaeffer moved to adopt the motion. Reisman seconded.

D. Update on the Pedestrian Bridge

Hall reported that the City Council has asked the Commission to reconfirm their recommendation for the pedestrian bridge art. She added that the deadline for making changes for the project is December 17. Hall detailed the following options from KPFF:

1. Option A- \$200,000 custom concrete form liner design on wall
2. Option B- \$360,000 custom concrete form liner design on wall and an artistic railing above.
3. Option C- \$450,000 custom concrete form liner design on wall, artistic railing, and color changing lights.

The Commission discussed the three options. Flores made a motion for the Commission to recommend option B. The motion was seconded by Parisi-Mosher. Vice Chair Casler asked for a work session with the City Council next time to discuss the medallions for the bridge before the planning starts.

E. Cultural Walking Tour Update

Hall described the Cultural Walking Tour for new members of the Commission and stated that in the past the group has discussed updating the tour signs with information about the Kalapuya tribe that lived in Sherwood prior to the town settlement. She said that it would benefit the group to speak to someone at the Five Oaks Museum who can give a better historical perspective of the area. She asked the Commission to reach out to the museum before the March meeting.

7. BOARD COMMENTS

No.

8. COUNCIL LIAISON REPORT

Council Liaison Mays reported that the City Council had a productive joint work session with the heads of the different boards and commissions. He shared that the City Council will meet on Jan. 11 to map out the next year. He also reported that the holiday parade and tree lighting went smoothly and was well attended. Vice Chair Casler added that she attended the joint meeting with the City Council and the boards and commissions. She suggested a meeting between the Cultural Arts Commission and Parks Board to discuss their upcoming projects and how they could align goals.

9. STAFF REPORT

Hall reported that the Arts Center was very busy during the month of December. She invited Commissioners to go to the holiday edition of Open Mic which was being held after the Commission meeting. She spoke about the current art exhibit on display from artist Anne Bocci called *La Flaneuse*. Hall also shared that the Center had just wrapped up their annual Winter at the Center program and would be moving into dance performance rentals until the holidays.

10. ADJOURN

Vice Chair Casler adjourned at 7:30.

Minutes Approved on

Date

Chair or transcriptionist Signature