



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

**CULTURAL ARTS COMMISSION
DECEMBER 16, 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. Lunar New Year planning**
 - B. CEP Grant discussion**
 - C. Friends of the SCA presentation**
 - D. Update on Pedestrian Bridge art**
 - E. Cultural Walking Tour revisit**
- 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:

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MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

NOVEMBER 11, 2024, AT 6:30PM

22689 PINE ST. SHERWOOD OREGON

1. CALL TO ORDER

Vice Chair Casler called the meeting to order at 6:35pm.

2. ROLL CALL

Board Members Present: Vice Chair Jennifer Casler, Casey Chen, Michelle Nedwek, Leah Nedwek, Jane Parisi-Mosher, Deborah Reisman. Chair Winnie Parmar and members Beth Flores and Estela Schaefer were absent.

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

City Council Liaison Present: Keith Mays

3. ADJUSTMENTS TO AGENDA

None.

4. CONSENT AGENDA

A. Approval of October 21, 2024 Meeting Minutes

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

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Diwali Recap

Councilor Mays reported that attendance for the Diwali event was lower than previous years. Commissioners discussed the impact of weather and timing on the attendance. They praised the restaurant, Sultan the Flaming Tandoor, who provided food for the event and the volunteers who helped to set up and facilitate the activities.

B. Pedestrian Bridge Update

- a. Councilor Mays reported that the pedestrian bridge project is on schedule and budget. He added that after reviewing the recommendations from the Cultural Arts Commission for the east approach wall, the City Council is moving forward with the rounded metal screen on top and the concrete liner design on the bottom. He said that they decided that adding a word to the wall was going to slow the project due to ODOT oversight. Freestanding letters that say Sherwood will be added on a concrete pad will be poured later. Mays concluded that the City Council is sticking to the original recommendation from the Commission for now.
- b. Hall added that the artist, Vicki Scuri, has been great to work with. She also agreed that adding a word to the wall would change the timeline too much. The Commissioners discussed the City Council decision to move forward with their recommendation.
- c. Commissioner Parisi-Mosher asked if a visual model of the bridge could be sent to the Commission. Hall stated that she would resend one out to the group.
- d. Commissioner M. Nedwek asked when the bridge is scheduled to open. Mays answered that the bridge is on schedule to open in the fall of 2025.

C. Lunar New Year Plan

- a. Hall stated that the annual Lunar New Year event will be held on February 1, 2025, and would celebrate the Year of the Snake. She said that she met with Commissioner Chen to discuss plans for the event and that Susan Fu and Kelly Tsai would be helping with a logo and marketing designs again.
- b. Hall said that the plan for the event would be similar to 2024 but with a clearer focus on mitigating crowd issues. Commissioners discussed solutions to help with crowds, including moving food outside with food vendors, keeping the classroom open for crafts instead of story time, and moving the red envelope station. Commissioner Casler said that she would speak to the vendor coordinator for the Robin Hood Festival and ask for food truck recommendations. The Commission agreed on a goal of three food truck confirmations by the January meeting.
- c. Hall highlighted other plans for the event such as expanding the celebration to include other languages and cultures that celebrate Lunar New Year. Chen offered to contact the Taiwanese embassy to get paper craft donations. Hall added that the performing groups from the previous year were fantastic but that the Commission should contact other performing groups, such as a martial arts studio or a drum team, that are from other countries. She said that Haiyan International Dance Academy may return to perform again.
- d. For the lantern festival, Hall reported that Susan Fu would be making a 3-D snake to hang from the ceiling in the lobby. She said that the lanterns would be ready to distribute starting on January 2, and that the completed lantern collection would start on January 16.
- e. Hall added that the City might be hosting a Tai Kwon Do performance the week before Lunar New Year and that it would be a good opportunity to invite the audience to come back on February 1.
- f. A Commissioner asked when the meeting for January would be held. Hall said they would move the meeting to after the MLK Jr. holiday. Mays asked Hall to send a calendar invite to the group and Hall agreed.

D. Old Town Strategic Plan Update-

Hall reported that the City has selected a firm to oversee the Old Town Strategic Plan, and that Commissioner Casler will be the liaison for the committee. Casler listed other members who are part of the committee and stated that the first meeting would be held in December. Commissioner Parisi-Mosher asked if the meetings are open, and Councilor Mays answered yes.

7. BOARD COMMENTS

Commissioner Parisi-Mosher asked for an update on the Oregon St. roundabout art. Hall reported that the deer sculptures were complete but that concrete pads for the artwork still need to be poured. Councilor Mays stated that the City purchased three or four of the deer pieces and that they would be lit at nighttime.

8. COUNCIL LIAISON REPORT

- A. Council Liaison Mays reported that there would be an upcoming preparatory meeting where members of boards and commissions would attend to set goals for the City. The City Council would use the meeting on 11/19 to give an update on how the previous goals were met. Mays stated that the new city manager does a fantastic job with goal updates.
- B. Councilor Mays stated that voters approved a measure on the ballot that allowed city councilors to use personal points gained from official travel. He added that Mayor Rosener and the councilors on the ballot were reelected. The mayor planned to reevaluate the liaison appointments and Mays said that he would like to stay with the Cultural Arts Commission.
- C. Mays stated that he would like the Commission to apply for a Community Enhancement Grant and listed a few options that have been discussed in previous meetings (i.e. wrapping the Cannery Square restroom, projecting lights on the library wall). Hall said that she would put the CEP grant topic on the December agenda. Commissioners discussed options for the CEP grant.

9. STAFF REPORT

Center Manager Hall reported that Arts Center staff are gearing up for their annual Winter at the Center events. She asked members to take a flyer for the program as they leave. She stated that the Center is busy, with a group loading out the day before and a new group loading in that day. Hundreds and hundreds of audience members came through the building for their shows. She concluded by saying that everything is hopping along.

10. ADJOURN

Commissioner M. Nedwek asked if the walking tour topic could be revisited in the December meeting. Casler asked that it be added to the agenda.

Vice Chair Casler adjourned at 7:30pm.

Minutes Approved on _____
Date

Chair or transcriptionist Signature