



Home of the Tualatin River National Wildlife Refuge

MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

AUGUST 18 , 2025 AT 6:30pm

SHERWOOD CENTER FOR THE ARTS
22689 PINE ST. SHERWOOD, OR 97140

1. CALL TO ORDER

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

2. ROLL CALL

Board Members Present: Chair Jennifer Casler, Vice Chair Jane Parisi-Mosher, Estela Schaeffer, Beth Flores, Michele Nedwek, Deborah Reisman, Leah Nedwek, and Lester Nishimura. Member Casey Chen was absent.

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

None

4. CONSENT AGENDA

A. Approval of July Meeting Minutes

Parisi-Mosher motioned to approve the consent agenda. Motion passed, all present members voted in favor.

5. CITIZEN COMMENTS

Reisman, who also serves on the Friends of the Sherwood Center for the Arts, asked the Commission members for help with an upcoming gala at the Center for the Arts. She gave a brief description and invited Commission members to join in and help. Schaeffer asked for clarity on how to help. Hall said that a link for the gala planning meetings would be shared by the Friends Board. Commissioners discussed the gala theme and various details. Hall said the event would be on Sept. 27 from 6-10pm. Reisman added that tickets would be \$75 and that the group is looking for donations and ideas for raffle baskets.

6. NEW BUSINESS

A. Medallion Art Update (Pedestrian Bridge)

- a) Hall reported the Commission voted to repost the RFP for the medallion art during the July meeting. She stated that they had received two new proposals since reposting, which meant that the Commission now has three proposals to consider.
- b) She also shared that Arts Center staff was asked to find eight art students from SHS to paint placeholders until the metal medallions could be made. Hall said that the wooden placeholders were distributed to the students the previous Monday and that most had already been painted and returned. Hall showed the completed placeholders to the Commission and praised the teen artists for their willingness to take this on. Nishimura asked about the medallion sizes. Hall said there are four-18 inch medallions and four-24 inch medallions. Hall noted that the City could scan the student artwork and use it for other purposes if they wished, such as utility wraps on boxes.
- c) Hall passed out the proposals from the three artists who applied to design the metal medallions: Addie Boswell (exhibit A) , Marvin Eans (exhibit B), and Asser Saint-Val (exhibit C). Commissioners looked at the proposals. It was asked if the Commission needs to make a decision today. Hall said no, there was time to look at their work and then make a recommendation.
- d) Hall described the decision process to the Commission and said there is a lot to work through. She said that the next step would be a meeting with the artist, either on teams or in person, to discuss what the medallions might look like. Next, the Commission would make a recommendation to City Council. Then the City Council may come back to the Commission with their opinion and any change requests. After those steps, the artwork would go to fabrication. Hall stated that it is a long process.
- e) Casler asked when the recommendation would need to be made. Hall responded that there is no firm deadline. September was suggested as a decision date, which would give additional time to look at the three proposals. Casler suggested that Hall could send the score card out to the Commission. She reminded Commissioners to send the score card back to Hall after they make their choice.
- f) Hall stated that the budgets proposed by the three artists varied greatly, which is a detail that sets them apart. It was suggested that Commissioners rank them not on price but on reasonableness. Casler asked if the fee included fabrication. Hall said no, the fees include the design and preparation. One proposal also includes a travel fee for the artist. Hall used the bridge design work as an example of how a need for travel can raise the fee. Hall asked if it was a reasonable ask for Commission to look it over for a month and then vote on a score card. She said if one ranks above the rest, the group may ask them to put together a proposal. Mays added that if two artists are closely ranked, the Commission would come back and discuss.
- g) Nishimura asked about the deadline. Hall asked them to have scores back by Sept. 10. Hall asked the Commissioners not to send the proposals out to friends or colleagues, but take a deep look at it themselves. Casler suggested looking at the social media accounts of the artists as well to see further examples of their work.

B. Lighting and Public Art Update (Pedestrian Bridge)

Hall shared pictures (exhibit D) from a lighting design session that she had with Vicki Scuri on the pedestrian bridge. Commissioners looked at the pictures and shared their excitement. Hall

described the scope of the project and said that it is huge, covering all five spans of the bridge. Hall described the process of approving the different lighting scenes. She said that the design team had only finished four of the 20 shows that Scuri had created. Hall shared a picture of where the medallions would go on the bridge. Hall said they are planning to do four more nights of programming in September. Nishimura asked about the process of programming the lighting designs. Mays and Hall said that they are in the process of finalizing a calendar for the lights. Hall said that the calendar may be shifted in the future if needed. Nishimura asked about the timing of the program. Hall said that it is currently set to be dusk to dawn. Mays added that it may have sensors to turn on. Hall also mentioned that there has been a conscious effort to not create light pollution and that the light feels contained to the bridge itself. Commissioners discussed the fun traditions that can start from the new bridge.

C. CEP Grant- holiday snowflake lights discussion

Hall reminded the Commission of the CEP grant that they received for the downtown snowflake decorations. She said there are a handful of places that handle commercial holiday lighting. Hall asked if Commissioners care if they are warm white or blue. Schaeffer said that the lights that Public Works currently uses on the trees in Old Town are already warm white and they should match. Commissioners discussed the options. Hall said she is pricing them out now. The current quote she had received would only allow them to purchase 8 lights. Mays expressed concern that the price was more expensive than the CEP grant stated. Hall assured him she would recheck the prices. Commissioners discussed the location of the lights if they could only purchase 8. Hall asked for confirmation on a warm white light and one snowflake design. Commissioners said yes.

7. BOARD COMMENTS

- a) Hall shared that Commissioner Shaeffer is currently teaching a ukulele camp at the Arts Center this week. Schaeffer said that there is also ukulele jam at the Senior Center on the first and third Tuesday of the month.
- b) Nishimura asked if there was progress on the wrap for the Cannery Square bathroom. Hall said that staff are waiting for permission from City management

8. COUNCIL LIAISON REPORT

- a) Councilor Mays said it was a quiet period for the City Council. Casler asked on the progress of the deer sculptures for the Oregon St. roundabout. Mays said the City is filing paperwork for the roundabout with the County. He said that the City needs permission from the County to install the artwork.
- b) Mays said that the month of September would be busy with bridge action, and that the City Council would be getting a tour of the bridge the following week. He explained that the bridge will not be totally complete by the start of the school year, but there will be temporary elements in place so that students can safely use it.

9. STAFF REPORT

- a) Hall said the Arts Center is in the last week of summer camps and that it has been a fun summer. She praised the amazing teachers and teenage volunteers helping with the program.

- b) Hall reported that since the July meeting, the Meara Boughey Theater was dedicated. She described the dedication event and said that City Councilor Kim Young spoke beautifully and the City Manager attended. It was well attended.
- c) Hall shared that the second Movie in the Park event had to be rescheduled due to a weather cancellation. She said that the Moana 2 movie would be shown on August 29 instead. Commissioners discussed the Movies in the Park.

10. ADJOURN

Chair Casler adjourned at 7:30pm.

Minutes Approved on

9/15/25 MW
Date