



Home of the Tualatin River National Wildlife Refuge

MEETING AGENDA

CULTURAL ARTS COMMISSION

FEBRUARY 17, 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 January minutes
5. CITIZEN COMMENTS
6. NEW BUSINESS
 - A. Medallion art—Pedestrian Bridge
 - B. CEP Grant discussion
 - a. Artist selection process
7. BOARD COMMENTS
8. COUNCIL LIAISON REPORT
9. CENTER FOR THE ARTS STAFF REPORT
10. ADJOURN

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MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

JANUARY 27, 2025 AT 6:30PM

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

1. CALL TO ORDER

Vice Chair Casler called the meeting to order at 6:30pm.

2. ROLL CALL

Board Members Present: Vice Chair Jen Casler, Casey Chen, Estela Schaefer, Beth Flores, Jane Paris-Mosher, Michele Nedwek, Leah Nedwek, and Deborah Reisman. Chair Winnie Parmar was absent.

Staff Present: Mary Weggeland (Administrative Assistant II)

3. ADJUSTMENTS TO AGENDA

None.

4. CONSENT AGENDA

A. Approval of December 16, 2024 Meeting Minutes

Beth Flores motioned to approve the consent agenda, seconded by Casey Chen. Motion passed, all present members voted in favor.

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Lunar New Year Planning

Vice Chair Casler started the discussion by reminding Commission members that the Lunar New Year festival would be held on Saturday, Feb. 1 from 2 -5pm. She asked Casey Chen to go through the activities and volunteer needs for the event.

1. Chen described each station and activity for the event:

- Ring toss and red envelope station: Susan Fu would be running this activity. The red envelope prizes would include chocolate coins, stickers, prizes from the Taiwan embassy, and tickets for Family Matinee events at the Arts Center.
- Crafting table: coloring sheets, tote bags to decorate, paper cutting

- Calligraphy table
 - Pinball games
 - Balloon art by Kevin Chuang: He will need 3-4 volunteers and two tables
 - Classroom: oolong tea experience, boba tea window, and coloring sheets.
 - Entrance: greeters will pass out candy
 - Zodiac animals table
 - Traditional glove puppets
 - Food vendors: Baked Happiness (located inside the Main Hall) and a Cambodian food truck (located out front)
2. Chen shared a sign-up sheet with the Commissioners for volunteer locations. She added that at least six volunteers had already signed up to help through the City volunteer coordinator, as well as 20 volunteers that have reached out to Chen directly.
 3. Casler asked for Center staff to send out an event map to the Commission before Saturday. She also asked Commissioners to arrive at the event at 1pm to help set up.
 4. Commissioners discussed previous years and how to mitigate potential crowd issues including counting at entrances and the layout of the stations.
 5. Chen ended by describing a snake sculpture scavenger hunt that would start at the event on Saturday and be accessible through the end of February.

B. CEP Grant Discussion

Vice Chair Casler reported that Chanda Hall would like a Commissioner to assist in the CEP grant writing process. She explained the origins of the CEP grant funds and the distribution process for applicants. Casler reminded the Commission of the discussions to possibly add public art to the Cannery Square restroom through a CEP grant. She described three different options: a full painted exterior by an artist, a mounted frame that could hold art, and a complete vinyl wrap of the restroom. Commissioners discussed the pros and cons of each option and how to find an artist for the project. Casler called for a vote on the discussion. Commissioner Parisi-Mosther made a motion to move forward on the Cannery Square restroom artwork. The motion is seconded by Schaefer. All present vote in favor of the motion.

C. Medallions

1. Vice Chair Casler shared an update on the pedestrian bridge and explained that the City Council did not approve the steel artwork that had been formally recommended and reconfirmed by the Arts Commission. The City Council approved the custom concrete wall only. Casler said that the artist, Vicki Scuri, may be able to add the metal artwork later. She added that she had spoken to the Mayor and that he apologized that the City Council did not fully approve the Commission's vision of the artwork for the wall. Casler asked members to reach out to the City Council and reiterate that they would like to add the metal artwork at a later date. She also asked Hall to confirm that the metal artwork may be added later, logistically, and to ask for a work session with City Council on the topic.
2. Casler stated that the budget approval for the bridge lighting design went well. She said that City Council liked the lighting recommendation from the Commission and added a few more ideas to the list of 20 lighting scenes. The Commission discussed the lighting options for the bridge.
3. Casler also provided an update on the medallions slated to be placed on the bridge. The Commission spoke about the theme "Who Walked Here," which was suggested at a previous meeting, and discussed how the theme would work for the bridge and the medallions specifically. Casler asked Hall to provide a deadline date for the next steps on this portion of the project. Flores asked for an update on the artist for the project as well.

7. BOARD COMMENTS

Commissioner L. Nedwek shared that she is selling Girl Scout cookies.

8. COUNCIL LIAISON REPORT

None.

9. STAFF REPORT

Arts Center staff member, Mary Weggeland, shared that the Arts Center is very busy with classes and events such as the Korean Eagles Taekwondo group which visited on Jan. 22. She also shared the line-up for the upcoming Family Matinee Series, which starts with the Amazing Bubble Man on Feb. 9. Weggeland invited members to the 10th birthday party for the Arts Center on Feb. 28.

10. GUEST DEMONSTRATION

Lunar New Year volunteer, Kevin Chuang, explained his role as balloon artist, and his wishes for the upcoming event. He showed Commission members how to create two of the balloon creations that he would be handing out at the festival. Commissioners practiced making balloon art.

11. ADJOURN

Vice Chair Casler adjourned at 6:20.

Minutes Approved on

Date

Chair or transcriptionist Signature