



MEETING AGENDA

CULTURAL ARTS COMMISSION

July 20, 2026 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 6/15/26 minutes
5. CITIZEN COMMENTS
6. NEW BUSINESS
 - A. Medallions—latest update
 - B. Review Cannery restroom wrap submissions
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.

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MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION

JUNE 15, 2026 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 6:31pm.

2. ROLL CALL

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

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

3. ADJUSTMENTS TO AGENDA

None.

4. CONSENT AGENDA

A. Approval of May 18, 2026 & June 1 Meeting Minutes

- a. Flores noted that she had been at the meeting on May 18 and asked for a correction to the minutes; she was actually present.
- b. Parisi-Mosher motioned to approve as corrected. Seconded by Nishimura. All present voted in favor.

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Medallion Art Recap:

- a. Hall shared that Cultural Arts Commission has a work session with City Council and will present the recommendations for the medallions on June 16. The medallion artist, Deann Garcia, will be attending as well. Hall said that she and Garcia spoke on Friday and that Garcia knows the City Council may ask for changes. Hall praised Garcia and her work on the project.

- b. Commission members discussed whether they could attend the meeting. Hall said it is being held at City Hall, in the downstairs conference room at 5:30 pm. Casler asked if there will be a presentation. Hall said yes, and that she helped put together a powerpoint. Casler said that the City Council should be happy with the Commission's work on the project.
- c. Parisi-Mosher asked about the goals for the outcome of the meeting. Mays said that the goal is to get a rubber stamp on the recommendations for the medallion art, and to move forward towards production; or for staff to get additional direction from Council.
- d. Parisi-Mosher asked if the funds are in place. Hall and Mays said yes.
- e. Schaeffer asked if staff will be there to observe. Hall responded that staff will be there to observe, answer questions, and explain the design process. Mays spoke about his experience on City Council and his belief that unless there is a significant objection it would be unlikely that a majority would want to change a recommendation, especially when it is, in his opinion, such good work. Hall spoke about how much the Commission helped dial in the design during the process, and how that has helped lay the groundwork for future public art processes. Mays believes the City Council will want to make medallions for other parts of Sherwood. Casler agreed and said there is a lot of momentum for medallions.
- f. Nishimura asked if the entire work session would be focused on the medallions. Mays responded that there is another discussion point as well. Mays spoke about the process of work sessions that are followed by City Council meetings.

B. Cultural Engagement plan for 2026-27

- a. Hall asked Schaeffer speak about the ofrenda process and Day of the Child event. Schaeffer asked for some time where the Cultural Arts Commission could discuss the goals of the cultural events they produce. Hall offered three goals that she sees as important: 1. Did people show up from the cultural community? 2. How many people attended? 3. Was it a culturally authentic experience?
- b. Schaeffer came up with three goals she sees as important: 1. Educating the community about the culture; 2. Representing members of the community; 3. Bringing community members together. Mays suggested that these goals are written down and codify them as a group. Schaeffer said that the goals will help the events be ever more effective. Casler suggested doing that as an end of the year planning session.
- c. Chen suggested having a QR code to ask for participant feedback after an event to see if we hit the goals. Flores spoke about a Girl Scout Troop and how they came specifically for the event. Commissioners agreed that it is a good practice to ask groups that attend what they think about the event and how they heard about it.
- d. Reviewing the ofrenda: Schaeffer noted that it was built by members of the community, resided in the lobby for a week, there were informational signs, and flyers were hung around town.
- e. Reviewing what went well: Schaeffer enjoys working with other Latinos in the community to put the ofrenda together. She would like to get more participation in the ofrenda. Weggeland suggested partnering with Hawks View Elementary and their dual immersion program. Schaeffer liked the ofrenda being up during the Halloween event. She thinks it is good for kids to see it up. Another positive is that we now have all the supplies needed. Casler asked if she noticed participation increasing. Schaeffer said she is not noticing an increase and said the goal is to get the word out to schools and other community organizations so participation increases. Hall suggested working with the affinity club at the High School. The Commission spoke about other groups to invite, such as Senior Center attendees.
- f. Reviewing Day of the Child: for this first ever event there was a table with a participatory craft and information, and candy for children. There was more participation than anticipated.

Schaeffer said the inclusion of a child-centered Open Mic night was helpful in spreading the word, and we should continue to connect these two events. The display was up for a week. Cross collaboration with the Library for next year was suggested, as it coincides with a national Day of the Books. Schaeffer suggested having Spanish language books there instead of candy. Casler asked to add this to the summer planning session.

- g. Hall asked about Diwali to see if anyone had identified a potential chairperson. Realistically, if we don't have a chairperson in place by our July meeting, we will need to table our Diwali celebration for this coming fall. Commissioners spoke about who they could ask. Hall asked that Commissioners look for someone with collaborative energy as it is a large collaborative project.
- h. Casler asked about Lunar New Year. Chen said it was scheduled for January 30, 2027. Commissioners discussed the Year of the Sheep/Goats. The Sherwood Sheep public art installation from a few years back was brought up as a potential tie-in.

C. Vinyl Wrap Process

Hall said the deadline for submissions is June 26. Hall spoke about the art that has come in thus far, in broad terms. Many submissions have come in, and many are not necessarily the in the theme of "Seasons of Sherwood." Commissioners spoke about the type of art that might work for the restroom wrap. The goal for the July meeting is to look at the top art submissions. Mays mentioned that if none of the submitted art suits the project, we can always call the medallion designer with whom we just worked. Hall said we can always commission an artist as well.

D. CEP Grant Discussion

Hall said that she wanted to talk through this item, since they had citizen feedback. Casler asked about the amount Cultural Arts Commission had been granted. Hall said \$11,000. Nishimura asked if it is all for the downtown holiday lights project. Hall said it was, and she thinks it would be helpful to prioritize what is wired and what area we want to illuminate before ordering more lights. The question was asked: do we want more of the same snowflakes, or different shapes? What is the aesthetic goal? Hall reminded the group that it is meant to be holiday lighting that will suit our town for November through February. Nishimura asked for clarification as to where the wired lightpoles are located. Hall said that the area nearest Cannery Square is not wired.

Last winter, City staff aimed to get at least one large snowflake on each side of the Old Town streets, with lights at the gateways of many streets, and a zigzag pattern on other streets. The question asked of Arts Commissioners: do we want to target Pine Street with more lights, or extend further into Old Town?

Casler asked if anything with the light poles was slated to be changed in the near future. Mays suggested simply picking blue poles to wire with electricity. Nishimura asked about events other than the early December Winter Art Walk in the area. M. Nedwek mentioned the tree lighting and Christmas parade as another event. Nishimura said it should look lit up for those big events. Mays suggested consider changing the lights to blue. Schaeffer said that the community feedback was positive about the warm white color. Casler said that when you are in a tight space, the continuity looks nice and avoids visual clutter. Parisi-Mosher agreed. Commission discussed color and lighting options. Hall suggested making Cannery Square a special spot, and targeting the light poles wrapping around the square. Schaeffer asked about projection mapping. Hall said that would not fall under this specific grant but we could plan for projection mapping in the future. M. Nedwek said that it would help light up this area since there were not lights around the Arts Center. Nishimura asked for clarity on the scope of the CEP grant. Hall suggested walking Old Town together as a group this

winter so we can make informed decisions about the next steps in holiday lighting. Mays said the City Council expects us to spend the money this year. Hall spoke about other sizes of snowflakes.

Casler called for a proposal on which to vote. Parisi-Mosher proposed that we use the grant money to expand the lighting down Pine Street and keep the same type of snowflakes on the current blue poles. Schaeffer seconded. All present voted in favor.

7. BOARD COMMENTS

A. Casler spoke about the upcoming Robin Hood Festival and that the Seattle Knights are coming back. The Renaissance Singers will be the grand marshals of the parade. Casler asked the Commission to consider volunteering to help with the parade. She mentioned getting the Cultural Arts t-shirts made that have been discussed in the past. She emphasized that it is a great chance to meet groups in the community, including small businesses, City Councilors, and volunteers. Casler has asked the Youth Commission to be the judges for the parade. Casler emphasized how fun it is to volunteer, and that helpers would need to start at 7:30 am at Langers on July 18. There will be donuts and coffee and the parade kicks off at 10 am, done by 11 am. Hall said she would work on t-shirts that promote public art.

B. M. Nedwek talked about an upcoming production, Winnie the Pooh, featuring local youth is being produced by Cascade Performing Arts at the Chehalem Cultural Center. Hall mentioned that Cascade Performing Arts will be holding their productions at Sherwood Center for the Arts next year, and is excited about that.

8. COUNCIL LIAISON REPORT

Council Mays reported:

- A. Commissioners may have seen on social media that the City purchased two mobile speed cameras and they are on Oregon Street. There are a few weeks with a lot of warnings that will go out to speeding drivers. After 30 days, citations will go out. He stated that the cameras will change behavior. After this summer, they will be relocated in front of schools and the City may get more cameras. He said 98% of the citations issued on 99W are for cars with zip codes outside of Sherwood.
- B. Budget update: the City is in its biennial budget and it is good we are doing it every other year. Staff has had to make some adjustments and does a great job managing that.
- C. Tonquin light industrial development is doing well. Housing has slowed. The water treatment plant inside the city limits is supposed to go active in July.
- D. Parisi-Mosher asked about the roundabout deer sculptures and wanted an update on the landscaping, as the long grass is covering the smaller deer. Mays said he will check with staff.
- E. Nishimura asked about the slowing housing development. Mays did not have exact figures on how many units short they are, but there is still development happening and houses being built; it is just not as many as expected. Mays said that in his business the higher oil pricing has impacted everything, and he sees costs getting passed down.

9. STAFF REPORT

Center Manager Hall reported:

- A. Hall reported that last week was the Summer Art Walk, and there was a lot of foot traffic. Staff counts how many completed passports come back and 127 were received. Staff heard from businesses and their feedback was also positive. It was held in connection with the gallery opening of the Student Art Show, which was positive. The Arts Center just finished hosting a large theatre production yesterday, and a new dance company is here today. Back to back productions continue until the end of June and then the Arts Center pivots to summer camp.

- B. Parisi-Mosher commented on the music at the Art Walk, and it was noted that Schaeffer played beautifully in the lobby at the Art Walk. Hall thanked SCA staff members for pulling together a wonderful event.

10. ADJOURN

Chair Casler adjourned at 7:39.

Minutes Approved on

Date

Chair or transcriptionist Signature

DRAFT