Meeting Agenda

Sherwood Cultural Arts Commission

November 16, 2026

City Hall, Conference Room C
22560 SW Pine St. Sherwood, OR

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **ADJUSTMENTS TO AGENDA**
4. **CONSENT AGENDA**
   A. **Approval of October minutes**
5. **CITIZEN COMMENTS**
6. **NEW BUSINESS**
   A. **Lunar New Year planning**
   B. **Update on current public art projects**
   C. **Next public art focus**
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:

If you require ADA accommodations for this public meeting, please contact hallc@sherwoodoregon.gov or 503-625-4261 at least 48 hours in advance of the scheduled meeting time.

MEETING MINUTES

SHERWOOD CULTURAL ARTS COMMISSION
MONDAY, OCTOBER 19, 2026, | 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 6:33.

2. ROLL CALL

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

Staff Present: Chanda Hall (Sherwood Center for the Arts Manager)

City Council Liaison: Keith Mays

3. ADJUSTMENTS TO AGENDA

None.

4. CONSENT AGENDA

A. Approval of 9/21/26 Meeting Minutes

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

5. CITIZEN COMMENTS

None.

6. NEW BUSINESS

A. Lunar New Year preview

1. Chen described the upcoming plan for Lunar New Year. She said the performers would include lion dancers, Haiyan Ballet dancers, and a Taiwanese band that will perform Taiwanese songs. She suggested that they ask the Chinese drumming group to return as well.

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2. Hall asked if there should be any changes to the event. Flores said that she liked the flow of the event last year and that there were enough supplies. Casler agreed and said that she liked the layout as well. Hall said that the big change for 2027 would be more food vendors outside so that people can sample food from multiple cultures. Casler asked if the City could put up the large tent for the event. Mays said that he is not sure if the City still has those tents. Hall said she would ask.
3. Chen asked if the lanterns could be hung earlier to help build anticipation for Lunar New Year. Hall replied that there is a Friends of the Center event on January 9 and that they could advertise or have Lunar New Year representation at that event.
4. Chen said that Susan Fu is having her school create artwork again for the event. This year the students will be making a zodiac display. Hall asked Chen to meet and discuss the artwork so that the gallery is available.
5. Nishimura asked if the Lunar New Year event is advertised in local schools. Chen said that there have been backpack flyers distributed to schools in the past and that students who created lanterns are invited. Hall proposed that she meet with Chen before the November meeting so that they can discuss details. She added that the November meeting would be focused on Lunar New Year planning. Nishimura asked that the event information be included in the local newspapers as well. The Commission discussed the benefits of advertising in the local papers.

B. Ofrenda plan

- **a.** Hall explained that Commissioner Schaeffer was not present to lead the ofrenda discussion, but that she asked Hall to read the event goals that had been discussed a previous meeting:
  - **i.** Educate the Sherwood community about cultures from around the world.
  - **ii.** Represent and involve members of that culture who reside in our community if possible
  - **iii.** Engage community members to celebrate diversity in our community and the broader world
- **b.** Schaeffer wrote that the list is just regarding events and not public art or other functions the Commission serves. Hall said that Schaeffer will be at the Arts Center on October 26 to set up the ofrenda with help from community members and that she asked Commission members to participate and bring in an item for the ofrenda. Hall said that people are more likely to participate if there are items on there first. Casler said that she has copal incense and a plate to add, which is a traditional item burned on ofrendas. She found it in Pendleton at the Interwoven Festival. Casler asked Hall to give the copal to Schaeffer so that she can place it on the ofrenda on Monday, October 26. Hall described items that are common offerings that Commission members can bring to participate. She also described how she has watched community members pause and look at the items on the ofrenda as they come into the Arts Center.

A. Vinyl wrap update

Hall said that the City Council accepted the Commission's recommendation for the Cannery Square vinyl wrap. She said that Clean Slate Group will wrap the restroom. They are based in California but do many projects in the area. She got their estimate back and it is less than it was a few years ago. Hall said she is waiting for a mockup of what the wrap will look like. Hall and the Commission discussed the challenges of wrapping the vents. Hall will send the mock-up when she receives it. She asked Commissioners to reply to her directly with comments.

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B. Medallion project update

a. Hall reported that due to the cost of the project, they needed to get three bids for fabricating the medallions. Mays said that the price should not matter. Casler said they should focus on the quality rather than price. Hall said that the designer, Deann Garcia, has been working with the fabricator to adjust issues that arise between the design and fabrication stages, with the goal to keep the integrity of the design. Casler asked if there was a vendor that Garcia preferred and Hall said no. The Commission discussed the importance of picking the right fabricator so that the quality is highest. Hall said that we are hopefully building a relationship with the fabricator that can lead to other projects.

b. Casler asked if there was any movement on the metal screen artwork on the entrance to the pedestrian bridge that was postponed. Hall said that the group could add the discussion later in the agenda. Casler agreed and said that she does not want that project to be forgotten.

c. Nishimura asked if there should be work on the labels and signs for the medallion artwork while the medallions are being fabricated. Hall answered yes and said that those pieces of the project would need to be created. She suggested discussing them at a later meeting. Flores added that once the medallions are done, the Commission could use the library entrance display to help explain the medallion artwork using the same QR codes as the bridge. Chen added that the information could also be displayed at the Lunar New Year event to let the public know about the artwork.

C. Snowflakes CEP grant update + design options

Hall showed the group one of the snowflake lights that hung in Old Town last year, altered with new blue lights on the tips. She explained that some in City management had wondered if the lights blend in too much with the tree light, and if adding blue lights will help the snowflakes stand out. Hall asked for the group's opinion. The Commission discussed the new version and how the blue lights look. Parisi-Mosher said they look magical as one color. Mays said that it would have been nice to have chosen a different white for the snowflakes. Casler did not think that the snowflakes competed with lights on the tree last year. She likes them all warm white. Flores did not remember them being an issue either. Hall said that she will reiterate to City management that the warm white lights were an intentional choice by the Commission. Hall said that the Commission should walk Old Town this winter and see what they think so that they can make an informed decision for next year.

BOARD COMMENTS

A. Reisman shared that the Friends of the Center for the Arts are hosting Tony Award winning composer Jason Robert Brown at the Arts Center on December 14. She read Brown's biography and explained that he is an incredible artist to host here at the Arts Center. Hall said that Brown is currently touring the country and is adding Sherwood as a stop right after Beverly Hills. Hall said the show is called Jason Robert Brown and Friends, and he will have performers and a Yamaha grand piano. Reisman said tickets will go on sale soon.

B. Parisi-Mosher shared that there is a new food cart pod being built called Little John's Food Carts by the old historic church. She said that there should be public art plan included as part of the design since it will be another gathering place for Sherwood, and it is on the edge of what the Commission has discussed as a possible art district for the town. Casler agreed and said that she thinks the project leaders would be happy to talk to the Commission. Mays said that the project is still in the planning stages and requires a zone change to move forward. He does not think that the City Council can require them to include art. The Commission discussed City design standards and whether public art can be included. Mays said that right now the only decision on

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the City Council's desk is the zone portion and no additional requirements can be added to that. Casler said the best way might be to approach them as private citizens. Mays explained the food cart code that was passed last year and how that may apply to this new development.

C. Casler revisited the artwork for the pedestrian bridge that was not approved by the City Council and said that she feels that the bridge approach from the YMCA is unfinished without it and would like to have further Commission discussions about the project.

COUNCIL LIAISON REPORT

Council Liaison Mays reported that several Commissioners attended the works session where the gravel lot in front of the Arts Center was discussed. The current plan is a two-story building with doors that can fold up and open the space to the patio. He said the inside would be flexible. They are focused on complimenting the Arts Center with the design and purpose. He said the construction would be simple to keep costs down and that the City Council seems positive in response. Mays asked the Commission what they thought. Casler asked if the designs are available at City Hall. Hall said she would email a picture. Parisi-Mosher said they did a good job trying to integrate the building into the plaza and Arts Center. Reisman added that the different configurations inside would be serve the Arts Center well. Hall said her main concern was the visibility of the Arts Center driving in.

STAFF REPORT

Center Manager Chanda Hall reported that the Arts Center staff are gearing up for a busy season and are hiring on-call event staff. She asked Commissioners to spread the word. She added that the Friends of the Center for the Arts had a meeting that same day. She ended by saying that the gallery opening reception was the week before and that it went well. She encouraged the Commissioners to look at the art.

ADJOURN

Chair Casler adjourned at 7:38pm.

Minutes Approved on _____ _____

Date Chair or transcriptionist Signature

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