

Minutes
Volunteer Program Advisory Board
March 26, 2007
Youth Center
16 Park Road
5:00-7:00 p.m.

Mission Statement: "To foster goodwill and community spirit in Fairfax through volunteer activities."

Board Members: John Reed, Scott Valentino, Holly Dines, Silke Vom Bauer, Michael Branton, Melanie Peratis, Anya Schandler

Present: John Reed, Holly Dines, Scott Valentino, Melanie Peratis, Michael Branton, Silke Vom Bauer, Maria Baird, Community Resources Coordinator
John called the meeting to order at 5:00 p.m. The March minutes were not yet approved.

1. Reports

- Chair-Joint meeting of all the Board & Commissions is now scheduled for Sun., May 20th from 10-1 in the Women's Club.
- Treasurer-Maria forwarded a check for \$5,000 from MMWD to Silke. It is the first grant payment toward the creek project that Yvonne Roberts applied for.
- Coordinator-Maria announced that PARC would like to have the Volunteer Board recruit help for the Easter Egg hunt.
- Discussion-John announced there is google based software available for \$400 that can provide a mapping function. John and Scott will explore it's capabilities.

2. Projects

Old Business

Web based neighborhood message board update-Scott stated the Fairfax Volunteers could set up a website like Craig's list for \$15 per month. The Board will explore this option.

Neighborhood groups-John & Melanie are making progress on completing the neighborhood map of volunteers locations.

Earth Day event- scheduled for Sunday, April 22nd from 10:00 a.m.-1:00 p.m. John has identified a potential site between lower & upper Tamalpais Ave., where steps are impeded by weed growth. There may be another location as well, nearby. The following itinerary is planned: Meet at the Youth Center at 10:00 a.m., provide coffee & pastries. A presentation of the maps will be mde at that time. Last year, fire personnel made a brief presentation on the importance of keeping pedestrian pathways clear for emergency evacuation,

as well as brush clearing around homes. Perhaps a brief presentation will be available this year as well. Volunteers will then be dispersed to the job site. Gloves will be provided. Maria will secure broom pullers from either the Open Space District or the Fire Department. Those seeking lighter duty will conduct litter clean-up in Peri Park. Following the trail maintenance, a bench will be installed in the neighborhood. John also suggested including color coded trail markers, which would have to be approved by the Council. Silke suggested perhaps wooden posts would be more effective. John will submit an agenda item to the Council seeking approval for an on-going program including reflectors, posts, and benches. **ACTION ITEM: Michael will handle press coverage with the IJ for the event. Melanie will provide coffee, Holly will pick-up bagels. Maria will order pizza to be served at 1:00 p.m. in the Youth Center to all the volunteers. Maria will purchase a large cooler to provide water at the picnic, we will have a smaller one for the volunteers on-site.**

Picnic sub-committee-group met on April 20th to discuss event. A contact has been made with Chad of Chad's Grill for catering. The ballfield has been reserved for the entire weekend. Michael will handle all media relations. He is contacting Peter Penhollow regarding the music. Picnic is scheduled for Sunday, Sept. 16th.

Communal toys for Peri Park playground-Maria mentioned that Linda Kelly had been approached by a parent to organize a toy drive for Peri Park. John contacted Bill Johnston, who would like to spearhead the program. Bill would like to ask local business to donate some toys for the playground that could be shared, and dispose of broken ones. He is enlisting the Town's support for a secure storage area nearby. **ACTION ITEM: The Volunteer Board voted to support his efforts.**

New Business:

- **E-mail blast schedule policy** –It was agreed that an e-mail announcement would go out once a month, at the beginning of the month.
- **Policy for various groups' promotion**-The following criteria was established as qualifying for the Volunteer Board to promote:
 - ❖ Event must be in Fairfax
 - ❖ General to the community (no group is excluded).
 - ❖ Volunteer opportunities exist (not just advertisement for the event)
 - ❖ Contact info is provided
 - ❖ No solicitation of funds
 - ❖ Event benefits the residents of Fairfax
- **Coffee booth at festival**-The Board opted not to sponsor the coffee booth this year at the Fairfax Festival. Instead, they will staff a table at the Eco-fest in the Pavilion.

- **Facilitator for neighborhood groups**—Scott announced Barry Price is available as a facilitator to help with neighborhood groups.

Next Meeting: **April 23rd at 7:00 p.m.** A sub-committee meeting to discuss the Earth Day event was set for Mon. April 16th at 5:00 p.m. The picnic sub-committee will meet immediately afterwards.

The following items were deferred until the next meeting: Fruit Exchange Program, Picnic Swap meet. The meeting adjourned at 7:00 p.m.