

Minutes
Volunteer Program Advisory Board
July 23, 2007
Youth Center
16 Park Road
7:00-9:00 p.m.

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

Board Members: John Reed, Scott Valentino, Holly Dines, Michael Branton, Melanie Peratis, Anya Schandler, one vacancy

Present: John Reed, Holly Dines, Michael Branton, Scott Valentino, Melanie Peratis, Anya Schandler, Sarah Starbird, Maria Baird, Community Resources Coordinator

John called the meeting to order at 7:00 p.m. The June minutes were approved.

1. Reports

- **Chair**-John announced that Holly could not serve as both vice-chair & treasurer; Melanie offered to serve as vice-chair.
- **Treasurer**-Holly volunteered to be treasurer.

2. Projects-
Old Business

Fairfax Trails Marking Project-John announced that the group of "Bicycling Superheroes" led by Melanie Grubman had come to the Youth Center on July 2nd and constructed trail posts and markers as part of their mission. The posts are being stored behind the Community Center building. There still remain more posts that need to be finished and painted. Another work party is planned for early August. It was suggested that some of the markings be done at the Town picnic in September. Posts will then be installed at the pedestrian pathways.

Recreational Trails Grant Program-Maria announced that the State is seeking public comments on a recreational trails grant program. John will draft some language and distribute it to the Board for input. Maria will forward the text to Linda Kelly, Town Manager, for review, and then submit it to the State's Park and Recreation Department by the July 31, 2007 deadline.

Picnic sub-committee Update-Michael has confirmed the Liddypudlians (Beatles music) performance for the picnic from 1:30-4:30 p.m. They have their own PA system. Currently there is no cover for the stage, so that still needs to be secured. Melanie will provide a PA system for the opening band. The Sleepy Hollow Pool Association will not allow us to borrow their

sunshades, therefore, a need to obtain the easy ups still exists. Volunteers are asked to bring their pop-ups to the picnic, to ensure there is enough shade cover for the crowd.

- **Banner update**-Maria announced she picked up the banner from Fast Signs. Total cost was approximately \$700.
- **Face painting-ACTION ITEM: Maria will secure 3 face painters.**
- **Bounce house-ACTION ITEM: Maria will order; jumpee will be sponsored by Mason Plumbing.**
- **Dunk tank**-unable to confirm at this time.
- **Games**-Adam Neville will oversee once again.
- **Beer**-has been confirmed with Iron Springs. Fee will be increased to \$5 per glass; water (not bottled) will be free. **ACTION ITEM: Holly & Maria will work on ABC permit.**
- **Food**-Chad of Chad's Grill will be the sole caterer on site, he needs 15 amps of power to keep food chilled.
- **Posters/postcards**-A total of 50 posters for storefront windows will be ordered, 1,000 postcards will be distributed to neighbors. Last year's design will be used again.
- **Wristbands**-Holly will order more colored wristbands with the Fairfax imprint.
- **Art**-Maria has requested that Artist in Residence Shoshana Parry have an art activity table again; she will be asked to attend the next Volunteer Board meeting.
- **Other activities:** VW van painting project, pie eating contest, peace flags.

The Good Festival (August 25)- No grants have been received to date.

Logo update-Scott distributed several designs for the group to review, a consensus was reached. New logo will be incorporated on t-shirts that will be ordered to identify volunteers at large events.

New Business:

- **Spontaneous volunteers disaster meeting** - John & Maria attended a training sponsored by the Center for Volunteer & Non-profit Leadership of Marin last week. The topic was how to deal with volunteers that just show up following a disaster. Maria & John shared what Fairfax was doing in terms of training volunteers, identifying which neighborhoods they resided in, using existing resources, etc. The Volunteer Board suggested hosting another Disaster Preparedness Fair in February 2008.

- **Next picnic sub-committee meeting** –A meeting was scheduled for Sunday, August 5th at the Youth Center. In addition, a work party for the trail markers will be hosted that day.

Next Meeting: August 28th at 7:00 p.m. at the Youth Center.

The meeting adjourned at 9:00 p.m.