

Minutes
Volunteer Program Advisory Board
June 23, 2008
Youth Center
16 Park Road

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: Holly Dines, Scott Valentino, Michael Branton, Anya Schandler, Melanie Peratis, Maria Baird, Community Resources Coordinator, Tim Barrett

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

Public Forum-

1. Reports

- **Chair**-Mel announced the Spare the Air signs with the fireplace ban sign are indicative of winter, and not the summer Spare the Air days. Maria will research BAAQMD's graphics and speak with Councilmember David Weinsoff about making seasonal signs to put up around Town.
- **Treasurer**-Holly announced we have an additional \$200 to spend in this fiscal year 2007/2008. Scott submitted receipts for \$134 from the trail marking project.
- **Coordinator**-Maria announced Park & Rec would like to do a joint town-wide direct mail piece with the Volunteers and possibly Open Space. A representative from each commission will be invited to the next meeting to discuss strategies.
- **Discussion**-Tim Barrett expressed an interest in joining the Volunteer Board. He served previously as Artist in Resident on the Parks & Recreation Committee. Tim suggested some great ideas such as a business barter day. Maria will forward him an application.

2. Projects-
Old Business

- **Fundraiser for library**-Michael indicated he would explore some ideas that would benefit the library.

- **Printed newsletter or flyer**-Michael is collected text from each board member to update the Volunteer's website. Information in the newsletter would be similar to inform residents of the Volunteer's projects.
- **Ecofest Table**-Many attendees at the festival are not Fairfax residents. In any case, about 20 new names were gathered at the event to add to the database.
- **E-mail blast**- A blast should go out in early July announcing creek clean-up and call for volunteers at the picnic. Michael will write the e-mail blast and send to Board members for their comments.

New Business

- **Creek clean-up**-Maria distributed a flyer downtown. Scott provided the graphics from previous year's creek clean-ups that will be given to all the merchants in a new flyer. **ACTION ITEM: A new policy was established that the Volunteer Board will vote on all publicity pieces at meetings.**
- **Picnic planning**- The sub-committee met on June 18th and outlined a schedule of events that have to take place before the picnic. Maria distributed copies (attached). The group will meet again on Wed. July 9th at 10:00 a.m. The following sponsors donated money or in-kind services last year: Chamber of Commerce, Avatar, Graphic Sources, Lotus Café, Mason Plumbing, Marchant Chapman, Good Earth, and Fairfax Lumber. The same businesses will be approached this year, along with some new ones.
 - There will be no potluck, just food vendors. Chad will provide a booth; Maria will ask him for a \$200 donation as well. Additionally, Lotus Café will be asked if they want to sell food at the event.
 - Holly will approach Iron Springs about beer donation. Anya will buy the soft drinks, which will then be sold at a separate booth next to the beer booth.
 - The bounce house and dunk tank will be staffed by the jumpee employees this year, rather than volunteers.
 - A sprinkler will run every 15 minutes on the ball field to cool kids off.
 - Michael will speak with Peter Penhollow regarding the music.
 - Melanie will organize the suitcase race game.
 - No dogs will be allowed on-site, as a child was bitten last year.

- Shoshana & Sam Parry will be asked to make the awards again for the game categories.
- Dusty's puppet show will be brought back, due to popular demand.
- **ACTION ITEM: Each board member will work on securing sponsorship from businesses in Town.**
- Holly will order neighborhood bracelets.
- A raffle will be included in order to make a profit.
- Other ideas included to have a schedule of events printed up at the entrance to the picnic, along with a list of sponsors. It was also proposed the ball field be laid out in a map of the Town, to designate neighborhoods. Flags & banners could be made for each district. The winner of the tug of war could be adopted as the first neighborhood to have a block party sponsored by the Volunteers.

Next Meeting: **July 28, 2008 at 7:00 p.m., Youth Center.**

The meeting adjourned at 9:00 p.m.