

**Minutes**  
**Volunteer Program Advisory Board**  
**March 22, 2010**  
**Youth Center**  
**16 Park Rd.**

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

Board Members: Holly Bragman, Chair; Melanie Peratis, Vice-Chair; Anya Schandler, Tim Barrett, Lana Pereyaslavska, Dave Johansen, Efen Alba, Treasurer

Present: Melanie Peratis, Holly Bragman, Anya Schandler, Dave Johansen, Lana Pereyaslavska; Michael Rock, Town Manager, Maria Baird, Community Resources Coordinator; Council Member John Reed, Ray Moritz

Holly called the meeting to order at 6:30 p.m. The February minutes were approved.

Public Forum-

**1. Reports**

- **Chair**-Holly announced the following topics will be tabled until the next meeting: Website Administration & Maintenance/E-mail blasts, Goals & Objectives, and Walkable Fairfax.
- **Treasurer** –Holly reported the signature transaction has taken place.
- **Coordinator**- Maria announced there will be a Town sponsored Open House/Safety Fair on Saturday, May 15<sup>th</sup> from 12 noon – 3 p.m. in Town Hall and Bolinas Park. Various agencies providing disaster preparedness information will be represented. Maria suggested the Volunteers may like to staff a table at the event.
- **Discussion**-John indicated he discovered a letter regarding the water bill arrangement dated 1991 in regards to the agreement between the Fairfax community garden and the County of Marin. It appears the original with signatures has been lost in transition. The next step will be to re-negotiate the amount of the bill between the Fairfax library and the Town of Fairfax. The item will be re-visited at the April meeting.

Old Business

- **Fuel reduction grant-** Maria read a report from Kathy Wilkie (attached) regarding the status of the grant. She was unable to attend tonight's meeting. The Volunteers requested she come to the next meeting to answer specific questions. Ray Moritz stated he submitted a proposal on the RFP released for the grant. Michael Rock stated the grant is currently in the CEQA phase, undergoing an EIR. The Volunteers contemplated the idea of applying for another Fire Safe Marin grant to conduct a chipper day this Spring. The neighborhoods that will be targeted through the grant include: Scenic Hill, Deer Park, and Cascade. The Volunteers can start identifying community leaders in the proposed neighborhoods to help organize the chipper days.
- **Earth Day activities (Trailmarking)/Neighborhood notification-** After walking through the proposed trail, Holly and John determined it is too inaccessible to make a pathway. A new site has been proposed: lower Cypress, up Cascade, and to 60 Madrone. The trail posts for this site have already been configured. The volunteers will obtain re-bar for the steps and install 10 steps. Dave will provide a tool for cutting the re-bar, as well as shovels. Maria will secure the broom puller either from the County's Open Space Committee or the Fire Department. Melanie and Dave will provide sledgehammers. Other equipment needed includes: posthole diggers, (4 trail posts will be installed), picks, and 2 bags of concrete (cement). Maria will send a postcard out notifying the nearby neighbors. Holly & Dave will pick up the pizzas on Saturday, and Maria will bake them in the Women's Club on Sunday, the day of the event.
- **Revision of survey form –**This project is currently underway via the sub-committee. A full report will be provided at the next meeting. It will be circulated at the Town-wide picnic. Maria suggested recipients receive a free beer if they fill out the survey.
- **E-mail blast-** Dave has signed the Volunteers up for a free 60 day trial period of Constant Contact. The next e-mail blast will advertise the Earth Day event on April 25<sup>th</sup> and the egg hunt on April 3<sup>rd</sup>.
- **Picnic date-** A tentative date of September 19<sup>th</sup> has been selected for the Town-wide picnic.

**Next Meeting: scheduled for April 26<sup>th</sup> at 6:30 p.m. Topics will include Goals & Objectives and Walkable Fairfax.**

The meeting adjourned at 9:00 p.m.