

**Minutes**  
**Volunteer Program Advisory Board**  
**May 24, 2010**  
**Youth Center**  
**16 Park Rd.**

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

Board Members Present: Melanie Peratis, Holly Bragman, Anya Schandler, Efren Alba, Dave Johanson. Others Present: Maria Baird, Community Resources Coordinator; Rachel DeMicco, Kathleen Lamphier, Sustainable Fairfax

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

Public Forum-

**1. Reports**

- **Chair**-Holly announced Tim was resigning from the Volunteer Board, leaving one vacancy. Lana's seat will be up for renewal in July.
- **Treasurer** –Efren submitted a check for \$50 to ABC for the Ecofest beer & wine permit. Maria will mail off the application.
- **Coordinator**- Maria announced the RFP for roadside clearance/chipper days as part of the fuel reduction grant has been released. It was mailed to 36 landscape management firms.
- **Discussion**- Holly announced the Disaster Preparedness Fair held on Saturday, May 15<sup>th</sup> was well attended.

**New Business**

- **Partnership with Sustainable Fairfax**-Sustainable Fairfax has received a two year grant from the Marin Municipal Water District to conduct a water conservation program in Fairfax. The first grant of \$42,000 was awarded in June. They are targeting both residential and commercial customers. They are in the midst of preparing a survey that will be distributed to MMWD customers. There was discussion of combining forces since the Volunteers are also updating their survey. Perhaps the two surveys could be distributed together. They would like to work with the Fairfax Town Council to see if they can pass an ordinance on water conservation. They stated the average home uses between 120-140 gallons per day. They would like to see this figure drop to 90 gallons per day. They are requesting the Volunteers help in publicizing the program through the e-mail blasts. **ACTION ITEM: The Volunteers voted to help advertise the program through the e-mail blasts.** They are also requesting a link to their website through either the Volunteers website or the Town's website. Additionally, they

would like to attend neighborhood block parties and make presentations about the program to residents. Maria suggested they have a table at the town-wide picnic where they could promote the program.

- **Ecofest display table-(June 12 & 13<sup>th</sup>)**-Maria distributed a sign up sheet for coverage at the booth. She also brought a poster board she designed showcasing the events sponsored by the Volunteer Board. She will increase the photo size and have the board on display at the Ecofest table to promote the activities of the Volunteer Board.
- **Clean-up of Pavilion-work party**-Maria announced this will take place after the Fairfax Festival. An e-mail blast will ask for volunteer labor to help spruce up the building to deal with cleaning & storage issues.

### **Old Business**

- **Welcome neighbor partnership**- Dave announced he spoke with Judy Anderson who told him the Volunteers used to send out “welcome neighbor packets” about 10 years ago. John Reed told him the program was discontinued due to lack of interest. The sample packet is in the legacy files. Holly mentioned she has possession of the files and will bring them to the next meeting. Maria brought the sample new residents packet that she used to deliver for the Town of San Anselmo. Maria also brought the sample postcard she prepared that announced the welcome packet is available. She will mail out the postcards to the new starts list she received from Marin Sanitary.
- **Website administration & maintenance**-Efren announced the website is up and running and has been updated. He would still like to eliminate some of the photos of previous events as there are several hundred posted on the website.
- **Fairfax song contest**-Anya announced she would like to conduct a contest among youth to come up with a Fairfax theme song. The song would be debuted at the Town picnic in September. The song could be put on YouTube. A CD must be submitted as part of the process. A sub-committee was formed to deal with this topic.

**Next Meeting: scheduled for June 28<sup>th</sup> at 6:30 p.m. Topics will include Creek clean-up and Town-wide picnic.**

The meeting adjourned at 8:30 p.m.