

**Minutes**  
**Volunteer Program Advisory Board**  
**October 25, 2010**  
**Youth Center**  
**16 Park Rd.**

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

Members in attendance: Holly Bragman, Anya Schandler, Merrell Maschino, Efren Alba, Bruce Killen, Megan Cohen. Staff in attendance: Maria Baird, Community Resources Coordinator, Council Member John Reed, Others in attendance: Shannon Savage

The meeting was called to order at 6:30 p.m. The joint minutes of the August meeting with PARC were approved.

**1. New Business**

- a) **Creek species education** –Shannon Savage made a presentation on information she would like to see disseminated on species that reside in the creek. She would like to present this before creek clean-ups, Ecofest, as well as other events of the Volunteers. Anya suggested she contact the 4<sup>th</sup> & 5<sup>th</sup> grade teachers at Manor School and conduct an educational training for students. The Volunteers also recommended she host her training for Earth Day activities. Maria added that perhaps she could conduct an educational session at the summer camp sponsored by Park & Rec, since there are creek activities worked into the camp. Megan asked if Shannon could lead a creek walk during the winter months; Shannon agreed. Apparently there are certain times of the year (two months during the rainy season) that is destructive to the eco habitat if there is activity in the creek from pets or children.
- b) **Trailposts installation-** Maria relayed a memo from Kathy Wilkie stating the concerns of neighbors regarding the safety of the trails. There were comments that the trails are not sturdy for travel, based on changes to the topsoil. John Reed presented a memo from the Joe Brescher, former Town Attorney to former Public Works Director Debra Sue Johnson, dated April 17, 2006. According to the memo, and under state legislation, the Town is protected from any liability associated with the trails (see attached), since the trail work is being done by volunteers. If the Town staff (e.g, Public Works) maintained the trails, then the Town of Fairfax would assume liability.
- c) **Holiday caroling/wreath making/potluck**-a date of Sunday, December 12<sup>th</sup> was selected for this event, which will take place at the

Women's Club from 3-6 p.m. A sub-committee was formed, consisting of Holly, Anya, and Maria. The first meeting will be held on November 4<sup>th</sup>, 10:30 a.m., at Melanie's house.

## **II. Old Business Reports/Updates**

**a) Town-wide picnic**—An overview of the picnic was discussed. Mel relayed her comments in writing (see attached). Overall, everyone agreed the band was excellent. The picnic made approximately \$1,00 in profit. The front reception area brought in \$700 in donations and raffle tickets, exceeding the proceeds from the beer sales. It was suggested that next year a different jumpee house be used.

**b) Chipper days/brush clearing project**-Holly reviewed the role of the Volunteer Board in the chipper day/neighborhood organization. Holly will work with John on preparing a report of the Volunteer Board's efforts in conducting community outreach for the Town Council. The following members of the community will be acknowledged at the December Town Council meeting: Helen Fauss, Scenic/Tamalpais neighborhood; Denise Ferry, Cascade neighborhood; and Trevor Hughes & Anya Schandler, Deer Park neighborhood.

**c) Website update**-Efren announced that he is not able to make changes to the website. The website jurisdiction is still under the control of Scott Valentino. John will contact Scott and ask him to please transfer this authority to Efren so the website can be current.

**Next meeting scheduled for November 22<sup>nd</sup>.**

**Meeting adjourned at 8:30 p.m.**