

**Minutes**  
**Volunteer Program Advisory Board**  
**October 24, 2011**  
**Youth Center**  
**16 Park Rd.**

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

Members in attendance: Holly Bragman, Melanie Peratis, Merrell Maschino, Anya Schandler, Bruce Killen, Ted Pugh. Staff in attendance: Maria Baird, Community Resources Coordinator. Absent: Efren Alba

The meeting was called to order at 6:30 p.m. The minutes of the September meeting were approved with minor revisions.

**1. Reports**

- **Chair**-no news to report.
- **Treasurer**-absent.
- **Coordinator**-Maria submitted an additional \$300 in picnic donations that were obtained from merchants. A full financial report of the picnic will be made when Efren returns.
- **Discussion** –Merrell announced Sustainable Fairfax would like to donate their worm bin to the community garden, since their lease is up and they must vacate the space. Merrell inquired as to whether there was room at the community garden to provide an outdoor education center at the garden. Mel replied that the space does not lend itself to such an activity, since it consists of mainly trails.

**2. Old Business**

- a) **Adoption of recommended by-laws by Board** –Maria distributed the revised by-laws to the Board. Some discussion ensued as to whether a quorum can be obtained via conference call, but Maria replied not according to the Brown Act. **ACTION ITEM: The Board voted unanimously to approve the by-laws.**
- b) **Community garden water bill**- Melanie prepared a letter responding to the Marin County Library regarding the overdue water bill. She proposed that the bill be amended to reflect different Tier rates. She calculated the October 1998-December 2007 at a Tier 1 rate, rather than the Tier 3 rate submitted by the Marin County Library. This brought the revised amount to \$5,159.00. Additionally, she is asking the library if the Town can be billed semi-annually. The letter was approved, and Maria will mail to the library. Lastly, the Volunteer

Board would like the library to submit their entire water bill, with the community garden portion highlighted.

- c) **Re-cap of creek clean-up-** held on October 9<sup>th</sup>. While there was a low turnout of volunteers (7), and the creek was relatively clean, the Board believes it is still important to conduct a creek clean-up each year. They expressed the consensus that public awareness of not dumping in the creek will remain high if the activity remains on the radar. Melanie added she would like to pursue the creek awareness education series with Shannon Savage, who has attended a Volunteer Board meeting in the past.
  
- d) **Chipper day results** –Maria reported on the outcome of this year’s chipper day activities. A total of 90 tons was collected, according to Marin Sanitary’s records. Marin Sanitary donated the cost associated with the recycling of the wood chips, valued at \$4,000. Participation was estimated at 60% of the selected neighborhoods, according to Anya. Maria reflected on the meeting with the State’s grant manager, who came to town to meet with Michael Rock, Town Manager, and Fire Chief Roger Meagor on October 18th. Overall, the meeting went very well, and goals were met according to the grant guidelines. A final report is due to the State on January 30, 2012. Holly added that \$10,000 in free chipper service was added in the newly negotiated contract with Marin Sanitary District. This future service will help to sustain the vegetation removal program once the grant funding has expired. Holly added there are some additional piles at Frustuck that should be removed. Maria will relay this information to Battalion Chief Bruce McCarthy, who will then instruct the Tree Man contractor to remove them while he is completing roadside clearance.

### **New Business**

- a) **Holiday Caroling/Potluck/Wreath making**–This event is scheduled for Sunday, December 18<sup>th</sup> from 3-6 p.m. As always, it will include music, a visit from Santa Claus, wreath making on the deck of the Women’s Club, and a potluck. A sub-committee was formed consisting of Holly, Anya, Merrell, Bruce, Melanie & Maria. The sub-committee will meet at Mel’s house on Thursday, November 10<sup>th</sup> at 10:30 a.m. to begin planning. Merrell will work on the poster, which should be distributed in early December. Mel will call Tim to request he perform the Fairfax theme song at the event.

Other News: Holly announced the food bank’s hours have changed to 9-11 a.m.(serving the public). Volunteers are needed from 8 a.m.-12 noon. Meeting adjourned at 8:00 p.m.

**Next meeting scheduled for Monday, November 28 at 6:30 p.m. at Youth Center.**