

Minutes
Volunteer Program Advisory Board
September 26, 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, Bruce Killen, Ted Pugh. Staff in attendance: Maria Baird, Community Resources Coordinator, Councilmember John Reed.

The meeting was called to order at 6:30 p.m. The minutes of the August 22nd meeting were approved.

1. Reports

- **Chair**-Holly announced a total of \$1193 was made at the picnic from beer sales and raffle tickets, as well as donations.
- **Coordinator**-Maria submitted an additional \$900 in sponsor donations. There remains \$300 in outstanding sponsorship commitments that have not been received yet, from Sorella Café and Revolution 9. This would bring the total picnic contributions to \$2393. The band has been paid \$900 from this money.
- **New member** – Ted Pugh – The group welcomed Ted to the Board. He is interested in the neighborhood trails project and will pursue a trail in his neighborhood that he is interested in clearing. Maria will put this item on next month's agenda. Councilmember John Reed indicated to Ted that the trail maps are on the Volunteers website.

2. Old Business

- a) **Adoption of recommended by-laws by Board** –Holly read the by-laws to the Board. The only additions that were made to add the Treasurer position to the by-laws. Maria will revise the by-laws, and then re-submit them to the Volunteer Board at the October meeting for final adoption.
- b) **Community garden water bill**- Melanie has prepared a memo to rectify the water bill monies owed to the library. 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 brings the revised amount to \$5,159.00. Mel will forward the memo to Maria so she may in turn get it to the library. Mel also requested if the Town could set aside a line item of \$210 per year in its budget for community garden water usage. Apparently they did this in the past, but discontinued it

once it become obvious the library was not billing for water usage. This will be requested for the 2012-13 budget year.

New Business

- a) **Town-wide picnic recap**—Overall, the consensus was that the picnic was very successful, despite the extremely warm weather. Holly commented that the clean-up was rough, due to the high physical demands of the job. One remaining issue is the storage of the hay bales that were used. They will be used for the Halloween event, but must be moved from the ball field area according to Rudy's request. One suggestion was to place them where they sandbags are stored at the Pavilion side parking lot, so they will be adjacent to Bolinas Park for the Halloween parade. Maria prepared thank you letters for her and Holly's signature. Additionally, Sam & Shoshana Parry supplied her with photographs of the event so they may be used with the thank notes to the sponsors. Holly also suggested next year sponsors are more prominently noted in the advertising materials. Winners of the raffle prizes were chosen. The winners are as follows: K. Baumsteiger – Sleeping Lady Gift Certificate \$25; Brad Jackson – Grilly's 3 entrees gift certificate; Carolyn Shearer – Culture Shock \$20 gift certificate; Chris Roberts – For Paws \$30 gift certificate; Justin Nowlen – Herban Gardne \$25 gift certificate. Maria will contact the winner to pick up their prizes.

- b) **Update on chipper days**—Maria reported that three target neighborhoods were serviced the week of September 12th for chipper removal. They were: Scenic/Tamalpais, Cascade & Deer Park. The project extended into the following week of September, and concluded on September 20th. Marin Sanitary will supply the volume on the amount of chips collected for reporting purposes.

- c) **Creek clean-up**—has been scheduled for Sunday, October 9th from 10:00 a.m. to 1:00 p.m. A recon of the creek will be done by Bruce & Ted prior to the event to determine which area needs more attention. The area covered will run from White Hill Middle School to where Fairfax Creek meets Cascade, and then all the way to Fair Anselm plaza. Maria submitted a poster publicizing creek clean-up for review. **ACTION ITEM: The Board approved the poster; Maria will print copies and distribute it to the downtown shops for posting in the windows.**

Next meeting scheduled for Monday, October 24 at 6:30 p.m. at Youth Center.

Meeting adjourned at 8:30 p.m.