

**Minutes**  
**Volunteer Program Advisory Board**  
**July 30, 2012**  
**Youth Center**  
**16 Park Road**

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

Members in attendance: Holly Bragman, Melanie Peratis, Ted Pugh, Helen Fauss, Bruce Killen, Merrell Maschino. Staff in attendance: Maria Baird, Community Resources Coordinator. Others in attendance: Council Member John Reed

The meeting was called to order at 6:30 p.m. The minutes of the June meeting were approved with the following minor revisions (correction in italics): They will charge local businesses for advertising when *the website monetization occurs in approximately one year*. Add the following sentence under website update: *Scott is owed reimbursement for his website maintenance fees and will get an invoice to Bruce in the near future*. Under trail marking project: He will work with *Larry Bragman* and John Reed. *The Volunteers will host a trail day on Sunday, August 19<sup>th</sup>*.

**1. Reports**

- **Chair-** Holly announced the food bank is now distributing meat, which is a very popular item.
- **Treasurer-**Bruce stated the checking account balance is \$1,604.
- **Coordinator-**Maria submitted checks to Bruce from the community garden. She has received correspondence from the Marin County Library that the water bill for the garden is forthcoming.
- **Discussion** –Melanie announced she and Merrell are working on the volunteerism banner that the Chamber of Commerce is paying for.

**2. New Business**

- a) **Protocol for setting topics for agenda-** Holly will work on revising the Volunteer by-laws so that the chairperson prepares the agenda and the Community Resource Coordinator distributes it. All members are welcome to submit topics for discussion.
- b) **Chipper waste collection days for fall 2012-** Helen announced she had met with Councilmember John Reed, Fire Chief Roger Meagor, Battalion Chief Brian McCarthy, and Denise Ferry regarding scheduling a modified version of chipper days for this year. Residents will be invited to drop off their vegetation debris at the Pavilion parking lot the first three weekends in October. The waste will be

chipped on the Monday following the three consecutive weekends. John added there is \$6,000 available for this project. Some discussion ensued highlighting the pros and cons of drop off vs. pick-up service. There will be less control with the drop off service of out-of-town residents using the program, and also prohibited types of yard debris being dropped off. It was suggested a volunteer be present at the site to monitor who is using the program, and what is being dropped off. A garbage bill insert will be provided to inform residents of the program. It was suggested a banner be made to place across Sir Francis Drake Blvd., but it is cost prohibitive.

- c) **Fairfax Fire Safety sub-committee formation**- There was interest from some members of the Board to form a sub-committee to deal with fire safety in the community, particularly as it relates to vegetation management and urban wildfire danger. Helen Fauss expressed interest in serving on the committee, as did Ted Pugh. Helen added that Denise Ferry would also be a part of the committee. Maria will e-mail Karen Chen and Carol Federcheck, to see if they would like to join. Helen added that Trevor Hughes would also be a good addition. **ACTION ITEM: The Volunteer Board voted to support the formation of a sub-committee that will address fire safety issues in Fairfax, particularly related to fuel reduction/wildfire risk.**
  
- d) **Pet waste baggie dispensers**-Mel stated the location of the current doggie waste bag receptacle at the Pavilion should be moved to a more prominent location. Maria will talk to Rudy about this. Mel also added that the receptacle at Deer Park has been removed and not re-installed. It was suggested Anya should contact the Fair Anselm Children's Center about placing it back.
  
- e) **Ecofest profit from Fairfax Festival** – Holly stated that Ecofest should contribute funding to the Volunteers to help cover the insurance costs of the liquor liability portion, since they use it for the wine booth at the festival. It was recommended that \$400-500 is a reasonable amount to request be contributed towards the Volunteers insurance.

### **3.Old Business**

- a) **Website update**- Merrell announced she is still working on updating the website, and converting to Word Press. She will seek a new host once it is completed, so Scott will no longer be involved.
  
- b) **Picnic update**- The sub-committee met on 7/17 and the following accomplishments have been made: Music will be Revolver (Melanie is securing this); Maria has requested Public Works once again set up the

stage on Friday. Maria has contacted Barefoot Café to cater the event, and they have responded they would like additional food vendors present. She also contacted Avatar, but has not heard back yet. Merrell will work on the poster again with Mel. Cascade Canyon will host a bake sale; the Girl Scouts will sell lemonade, and Daycaring Preschool will sell tamales. The next picnic sub-committee meeting will be on Monday, August 6<sup>th</sup> at 10:30 a.m. at Mel's house.

- c) **Trail Marking Project** – This event will be postponed from August 19<sup>th</sup> until November 4<sup>th</sup>. John Reed and Bruce will work on the trail at Meernaa and Forrest Terrace to make necessary repairs.
- d) [www.eventsvolunteer.com](http://www.eventsvolunteer.com) website – Mel requested that specific duties be added to the website under events. Holly will ask Carol Maley to train Maria on how to use this feature of the website.
- e) **Next meeting - scheduled for Monday, August 27th at 6:30 p.m.**

**The meeting adjourned at 8:30 p.m.**