

Minutes
Volunteer Program Advisory Board
August 26, 2013
16 Park Road

Mission Statement: “To foster goodwill and community spirit in Fairfax through volunteer activities.”

Members in attendance: Holly Bragman, Maryann O’Sullivan, Merrell Maschino, Ted Pugh, Mark Solomons. Staff in attendance: Maria Baird, Community Resources Coordinator. Others in attendance: Mimi Newton, Open Space Committee; Michael Rosenthal

The meeting was called to order at 7:00 p.m. The minutes of the July 29th meeting were approved with a motion made by Merrell that was seconded by Ted. The following items on the agenda were postponed until the September meeting- Movie night at the Ball Field; Creek nature walk

1. Public Forum (items not on the agenda)

-Ted announced that to date 15 Nextdoor neighborhoods have been created in Fairfax with Nextdoor.com, bringing about 500 residents to their free neighborhood websites. To help grow membership, he would like to set u a booth for Nextdoor.com at the picnic to showcase the Town’s websites to potential members. Staffing would be by “Leads” from the participating neighborhoods. Our Volunteer Board town map will be available so residents can see the neighborhood in which they reside. Maryann added that perhaps residents can also be signed up for nextdoor.com at the Food Bank on Saturday mornings. The food bank now has 130 participating families.

-Maryann would like to invite an organization entitled MiracleGirlsUnite.com to the September meeting. They may be able to collaborate on a nature walk in the creek.

2. Reports

- **Chair** – Maria presented Holly with a spreadsheet of the Fairfax Food Bank volunteers along with their e-mails, prepared by a volunteer.
- **Treasurer-** Maria presented Mark with three checks; one from Sorella Café for \$200 for picnic sponsorship; another from Fairfax Lumber for picnic sponsorship, and one for \$35 for the community garden. Mark & Bruce will go to Bank of America on Thursday to transfer signatory powers on the checking account.
- **Coordinator** – Maria distributed a handout on Council Interviews and Appointment Policy, which was adopted at the August 24th Town Council meeting. She had also previously e-mailed the document to the Board.

- **Discussion** – Ted added he would like to see the Volunteers organize a town-wide rummage sale at the Pavilion.

3. New Business

- a) **Treasure Hunt-organized by the Open Space Committee**- Mimi announced the Open Space Committee would like to host a treasure hunt in conjunction with the picnic. She distributed a handout on the project. The hunt would be a fundraiser for Open Space. It is designed for families and/or teen-agers. They would register at the Open Space booth for approximately \$10. They would then be given a list of clues for the information they needed to obtain, located near businesses around Town. Michael Rosenthal added it would be modeled on the treasure hunts held at Chinese New Year's. Participants would have to walk around town to participate in the hunt. It would take approximately 2-3 hours, and then they would return to the ball field and check in with Open Space representatives to see if they correctly identified all the components of the hunt. Maria inquired as to whether it would be a good idea to combine this activity with the picnic, since it would draw attendees away from the ball field, and thus picnic activities. Holly added it would be better to publicize the event and sign up participants at the picnic, but conduct the hunt on a different day so as not to compete with the picnic. Merrell stated perhaps having Iron Springs Brewery or Sleeping Lady be the site of the treasure hunt, and have the restaurants donate towards the fundraiser. A couple of options were proposed: 1) Start the treasure hunt at 10 a.m. the day of the picnic, so as not to overlap with the picnic; 2) Announce and register participants at the picnic, but conduct the Treasure Hunt at a later date;, or 3) Approach a local restaurant to help sponsor the Treasure Hunt on a different date. She will bring the options before the Open Space Committee at their next meeting, and get back to the Volunteer Board on which direction they decide to go.
- b) **Town-wide picnic**-update by sub-committee- Maria distributed handouts highlighting a checklist for picnic activities, and sponsorships solicited and received so far. To date, the caterer has been reserved, band booked, jumpee & dunk tank secured, \$1700 has been requested in sponsorship monies, of which \$400 has been received, not including raffle prizes. Maria has arranged for the Marin Conservation Corp to provide additional recycling services, and Marin Sanitary has requested an interactive booth. Merrell will ask Sustainable Fairfax to host a booth, and Jen Jones to make signs. Maria has ordered and received the temporary tattoos, requested watermelon donation from Fairfax Market, and enlisted Melanie & Adam to help with the games. Holly has approached Good Earth for funding for the stage/band, and ordered the beer donation from Iron Springs Brewery. Merrell is working on the poster, with a completion date of September 1st so it can be distributed after Labor Day. Maria has requested Tatyana to provide face painting. She has also begun the process of applying for

the liquor license from the Department of Alcoholic Beverage Control. Mark will contact the Girl Scouts to once again sponsor a lemonade booth. Maria has confirmed with Cascade Canyon School on the bake sale. Mark will purchase an additional 7 pop-up tents from REI. Maria has reserved the banner space across Sir Francis Drake for the week prior, and will have changes made to the banner. **ACTION ITEM: The next sub-committee meeting was set for Wednesday, September 4th at 1:15 p.m. at the Youth Center.**

c) **Old Business- Film Night at the Women's Club-**

Merrell requested that the Volunteers sponsor the upcoming film series at the Women's Club. The films are shown once a month on Friday nights. Maria explained that if the films are organized by Sustainable Fairfax, a representative would have to go before the Parks & Recreation Commission to waive building rental fees. Holly suggested the Volunteers take over the showing of the films, so that fees may be waived without having to go before Parks & Rec. **ACTION ITEM: The Volunteer Board voted to officially adopt the film series at the Women's Club. Merrell will be the Board's liaison, and will present film titles to the Volunteer Board two months in advance. The Volunteer Board will not sponsor any political movies, as they are prohibited by the by-laws governing the Board.**

The meeting adjourned at 8:15 p.m. The next meeting will be on Monday, September 23rd at 6:30 p.m. at the Youth Center. Topics will include movie night at the ball field, a creek nature walk, and a newly formed Fairfax Gardener's League that will be presented by Melanie Peratis.