

**Minutes**  
**Volunteer Program Advisory Board**  
**August 25, 2014**  
**Youth Center**  
**16 Park Road**

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

Members in attendance: Holly Bragman, Merrell Maschino, Maryann O’Sullivan, Ted Pugh, Helen Fauss. Staff in attendance: Maria Baird, Community Resources Coordinator. Others in attendance: Julia Davis

The meeting was called to order at 6:30 p.m. The minutes of the July 21<sup>st</sup> meeting were approved.

**1) Reports**

- **Chair** – Holly acknowledged Merrell for her four years of service on the Volunteer Board. The Board celebrated Merrell’s departure with a potluck dinner in her honor. Merrell will continue to do the e-mail blasts and graphics.
- **Treasurer-** Maria stated the library bill for the previous six months arrived from the County and was paid by Mark. It was for \$399.02.
- **Coordinator** – Maria announced that she ran into John Hurley, Director of the Marin Medical Reserve Corps. He indicated he would be interested in participating in the October 18<sup>th</sup> Red Cross disaster drill exercise.
- **Discussion** – Julia Davis attended the meeting on behalf of the Buffalo Field Campaign, which is requesting sponsorship of the Women’s Club for September 29<sup>th</sup> from 7-10 p.m. This group is working to prevent the slaughter of buffalos in Montana and Wyoming. They will be passing through California in late September, and are looking for a venue to hold an educational workshop. The presentation will be by Native American speakers. The Volunteer Board voted to support their function, but referred the item to the Parks & Recreation Commission, since they are requesting fee waivers. Julia will submit a PARC application for Special Event Sponsorship to Maria, and will attend the September 8<sup>th</sup> PARC meeting.

**2) New Business**

- a) **Town-wide picnic – September 14, 2014-** Maria announced she has received \$400 in sponsorship to date, from Fairfax Lumber and the Chamber of Commerce. The typical donation is \$200 per business. She distributed a spreadsheet indicating who previous sponsors have been, and the level of sponsorship they have given in the past. She also distributed a form letter requesting merchant sponsorship. In addition, she disseminated tax-deductible receipts for businesses who requested them. Merrell is working on the postcards,

and the posters are nearly finished. She will send them to Avatar for printing, and Maria will pick them up and distribute them downtown after Labor Day. Maria has reserved the jumpee house, ordered temporary tattoos, filed the ABC application, confirmed the band, secured the caterer, and contacted the Marin Conservation Corps for recycling at the picnic. Maria has ordered a megaphone, and will purchase more wristbands prior to the picnic. Holly has requested \$500 in sponsorship from the Good Earth for the stage, requested the watermelon donation from Fairfax Market, and obtained the rope for the tug-of-war contest. Maryann has approached many downtown businesses for donations for both sponsorship and raffle prizes. She presented a \$25 gift certificate from Fairfax Variety for the raffle. Helen will also approach local businesses regarding donations, as will Ted. The next picnic sub-committee meeting will be held on Wednesday, September 3<sup>rd</sup> at 10:00 a.m. at the Youth Center. At this time, the group will decide whether to add the dunk tank. Maria will work on recruiting dunkees in the meantime. She has brought on Park & Rec to run the bake sale, with Claudia Tomaso organizing it. Alexis Ardito, PARC Youth Commissioner, will oversee the lemonade stand with fellow Drake High School students.

- b) **Red Cross Shelter Exercise-October 18th**– Maria has been in contact with Rich Shortall, who will come to the next meeting to coordinate the Volunteers role in the exercise. Maryann suggested promoting this event to the Patch. In light of the recent earthquake in Napa, residents may be prompted to get involved.
- c) **Trail Maintenance & Development**- Helen stated that \$10,000 from Measure A funding will be contracted to the North Bay Conservation Corps to work on the trails. She will be attending a site meeting the following day to examine trails with a NBCC representative. The trails that are being considered for improvements include Cascade, Cypress, Scenic, up to Ridge, Scenic, down to Tamalpais, and Redwood to Upper Scenic.
- d) **Chipper Days – October 5th & 12th**- Maria mentioned she would be sending out the Request for Bids to tree trimming companies next week. Helen asked Maria to follow up with Marin Sanitary regarding the Chipper Day insert that is going out in the garbage bills. Helen added that it would be helpful to have volunteers leaflet the neighborhoods with flyers advertising chipper days.
- e) **Nextdoor.com outreach project**- Ted prepared specific language that will be shared with the group regarding the attempt to outreach to neighbors in need. So far, most of the response has been regarding referrals. The group wants to make sure they have volunteers who can help those in need prior to offering assistance. Ted also met with Garrett Toy, Town Manager, regarding the City program, which will be available soon as a mechanism to reach all residents who are on nextdoor.com. Garrett & Maria will be trained as administrators for the City program.

**The meeting adjourned at 8:50 p.m. The next meeting will be on September 22<sup>nd</sup>.**