

Minutes
Volunteer Program Advisory Board
November 24, 2014
Youth Center
16 Park Road

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

Members in attendance: Maryann O’Sullivan, Ted Pugh, Holly Bragman, Helen Fauss, Anya Schandler, George Taylor. Staff in attendance: Maria Baird, Community Resources Coordinator
Others in attendance: Jody Timms, Denny Ferry, Larry Lauter. Members excused: Mark Solomons

The meeting was called to order at 6:30 p.m. The minutes of the October 27th meeting were approved.

1) Reports

- **Chair** – Holly reported that the Chamber of Commerce donated \$100 to the Volunteer Board from proceeds of the recent wine stroll in October.
- **Treasurer-** Maria relayed that the checking account balance is \$3, 189. 63 according to Mark Solomons.
- **Coordinator** – Maria has prepared a thank you letter to the Chamber.
- **Discussion** –Ted stated a report on the recent GPIC traffic pattern study will be available at the next meeting.

2) New Business

- a) **Fairfax as an “Age Friendly City”-** Jody Timms, Fairfax Representative for the Marin Commission on Aging, attended the meeting to discuss Fairfax being designated as an “Age Friendly City”. Fairfax has 2,000 residents over the age of 60. County-wide, 26% of Marin residents are over 60 years of age. Other communities in Marin that have been noted as age friendly include Sausalito & Corte Madera. Jody is working on an application that will be submitted to the World Health Organization (WHO). A task force has been formed that will serve as a sub-committee of Park & Rec. The factors that will be considered include transportation options for seniors, housing issues, as well as recreational programming. The recreational component will be addressed through a survey FOCAS is conducting, and will include activities such as chair massage, among other classes. Jody added that Marin Access has “Catch a Ride” for seniors, a free transportation service.
- b) **Trails project- repairs & maintenance at Power Lane (update)-** Larry Lauter, who resides on Power Lane, in the Deer Park neighborhood, attended the meeting to discuss the proposal submitted by his neighbor, Chris Stewart. The estimate

for materials has come in at \$5,624.71. Some Board members thought this quote was a bit high. Denny suggested looking at purchasing salvaged wood from a lumber yard in Petaluma. This trail is 134 feet long, which makes it more expensive to repair than other trails. Geo thought it would be a good idea to have it serve as a model trail, so it could potentially help secure funding for future trails. Helen agreed, and was impressed that the neighborhood had come forward to designate the work on this trail. Larry also added that the design submitted by Chris is more durable, and the steps will be less likely to erode over time due to rain and mudslides.

ACTION ITEM: Helen made a motion recommending supporting the work on this trail; Holly seconded, all members voted in favor. The Board requested Larry and his neighbor look into some less expensive options for the lumber. Maria will check with Garrett Toy, Town Manager, and advise Larry when he can move forward with the procurement of the supplies.

- c) **Holiday Caroling/Wreath making/Potluck event-** Maria announced that the sub-committee had met to plan the event. Anya contacted the Fair-Anselm Children's Center, and they are very pleased to be the recipients of the toy drive that will be conducted at the event. The Children's Center will wrap the gifts. Maria has corresponded with Adam Neville, and he will once again lead the caroling. Helen added that Charlie Hickox has offered to play the piano at the onset of the event. Maria has spoken with Chas, who will play the role of Santa Claus. She will reserve the Santa suit from the Fire Department. Helen will approach Fradelizio's and Deer Park Villa for lasagna donations. She has already received confirmation from the Good Earth that they will supply a large salad. Melanie asked Maria to ensure the PA system is set up at the Women's Club. Maria will also contact Monique Kunst regarding decorations. The Christmas tree will be decorated by the Ross Valley Seniors Club prior to the event. Maria will purchase coffee. Hot apple cider will also be served. Mel inquired as to whether the greens for the wreath making can be dropped off at the Women's Club patio ahead of time. Maria will check with Rudy. Holly also reminded her to make sure the garbage & recycling bins are emptied prior to the event. Maria will make sure the banner is up across Sir Francis Drake Blvd. the week before the event. The sub-committee will meet once more on Wednesday, December 3rd at 10:30 a.m. at Melanie's house.
- d) **Volunteer Plan for 2015-** Geo distributed notes on "Overview for a Volunteer Development Plan" that he prepared. It includes: Specific Projects for Volunteer Development, including communications and meetings for volunteers; a timeline for projects; a budget for next year; needs assessment for what kinds of projects and services the Fairfax Volunteers need, and specific goals for increasing volunteers and ways to measure. A sub-committee will meet on December 1st at 4:00 p.m. An appreciation ceremony is tentatively planned for late April at the Women's Club, to coincide with National Volunteers Week. Mel added more volunteers are needed for the Gardener's Alliance project. Maryann also

mentioned the Fairfax-Anselm Children's Center could use volunteers to help with after-school programs such as the homework club.

The meeting adjourned at 8:45 p.m. The next meeting will be on December 22nd at Deer Park Villa at 6:30 p.m.