

Minutes
Volunteer Program Advisory Board
October 27, 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. Staff in attendance: Maria Baird, Community Resources Coordinator, Council Member John Reed. Others in attendance: Denny Ferry, Larry Lauter. Members excused: Mark Solomons, Anya Schandler, George Taylor

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

1) Reports

- **Chair** – Holly reported the food bank received very fresh produce and a nice selection of high quality foods this past month.
- **Treasurer-** Maria stated she has received \$200 in checks from pop-up tent rental fees this past month. She will forward to Mark for deposit
- **Coordinator** – Maria forwarded a letter from the Food Bank to Holly, stating the Food Pantry will receive Thanksgiving type food on Sat., Nov. 22nd
- **Discussion** –Ted requested a need for volunteers to help with a traffic flow study that is underway by the General Plan Implementation Committee. They are seeking volunteers to count cars on Thursday, October 30th from 7-9 a.m., and again from 3-6 p.m. at four locations in town on Sir Francis Drake Blvd. There will be an orientation tomorrow (Tuesday, Oct. 27th) at the Coffee Roasters at 10:00 a.m. Holly & Maryann offered to help with the counting.

2) New Business

- a) **Trails project- repairs & maintenance at Power Lane-** Larry Lauter, who resides on Power Lane, in the Deer Park neighborhood, attended the meeting to discuss the condition of the trail. Larry has lived in the neighborhood for twenty years. This trail is a major exit for upper Hillside. The trail is in a state of disarray. Larry stated many people have fallen on the trail, including him. He is interested in working on the trail, and has two neighbors, one of which is a contractor, who are also willing to do so. John Reed added the Volunteers could provide funding for materials through the trail stewardship funds that have been allocated for the trails program. This trail was added to the list of trails to be improved by Measure A. The Trails Committee consisting of John, Helen and Denny Ferry will meet at the site on Saturday, November 1st at 10:00 a.m. with

Larry so they can walk the trail. Larry brought photographs to document the condition of the trail.

- b) **Chipper Days Highlights-** Maria distributed a chart she had prepared at Denny Ferry's request, documenting tonnage figures of chipper day collection events that have been held since 2010. The door-to-door pick up service generated significantly higher volumes of chipped waste. The pickup program was implemented through a federally funded fuel reduction grant. At the most recent chipper day drop off event on October 12th, there were issues with the dust created by the chipper. The dust was blowing in the direction of the ball field, where children were playing baseball. Complaints were issued by concerned parents. The conditions were magnified due to the extreme heat and high winds. The contractor had to cease chipping off & on throughout the day, which resulted in the contractor having to return mid-week to chip the remaining waste. This ended up costing an additional \$800 in labor costs. John stated the Ross Valley Fire Department has purchased a chipper, with plans to buy a truck in the near future. Helen stated it would be preferable to have chipper door-to-door service, using the Fire Department's equipment. Ross Valley Fire conducted a similar chipper day in the Sleepy Hollow neighborhood of San Anselmo in August. Helen & Denny will attend the next Fire Board meeting on November 12th to voice their support for Fairfax to receive chipper day door-to-door services through the Fire Department. John added that a contractor will be hired to do the driving & collection of the brush using Fire Department equipment. Overall, 28 tons of waste was collected at the October 5 & 12th events in 2014.
- c) **Holiday caroling/wreathmaking/potluck-**the event was scheduled for Sunday, December 14th, from 2-5 p.m. at the Women's Club. It will follow the horse & buggy rides, which will be offered by the Chamber of Commerce from 11-2 downtown. Holly mentioned she was approached by Joelle of Lola's Depot that wanted to do a toy drive at the holiday party. The group thought it would be beneficial to pick a local non-profit, such as the Fairfax-San Anselmo Children's Center to be the recipient of the toys collected through the toy drive. Only new toys will be accepted. A sub-committee was formed, comprised of Holly, Maria, Helen, and Maryann. Maria will contact Melanie Peratis to see if she will organize the wreath making. The sub-committee will meet in early November.
- d) **Volunteer Development –** Maryann reported that she & Geo would like to start a sub-committee on this topic. Geo has specific ideas on what can be done to recruit volunteers, organize volunteers, and recognize volunteers to strengthen the volunteer community in Fairfax. An electronic newsletter may also be used to keep volunteers aware of opportunities. This group will also consider how well previous volunteer campaigns have worked, including the postcard mailing, the banner, and the events volunteer website. Maria added she chatted with Geo about conducting a volunteer appreciation brunch during National Volunteer Week in late April.

The meeting adjourned at 8:00 p.m. The next meeting will be on November 24th.