

**Minutes**  
**Volunteer Program Advisory Board**  
**April 18, 2016**  
**Youth Center**  
**16 Park Road**

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

Members in attendance: Holly Bragman, Geo Taylor, Anya Schandler, Helen Fauss, Marcia Custer. Staff in attendance: Maria Baird, Community Resources Coordinator. Others in attendance: Cassidy DeBaker, Bruce Ackerman, Fairfax Climate Action Committee

The meeting was called to order at 5:30 p.m. The minutes of the February 29<sup>th</sup> meeting were approved.

**1) Reports**

- **Chair** –Geo stated the main focus of this meeting would be the Volunteer Recognition event.
- **Treasurer-** Maria stated there is \$1,500 left in the Town’s Volunteers budget.
- **Coordinator** –Maria announced a bike pump track proposal will be heard at the PARC meeting following the Volunteer Board meeting.
- **Discussion** – Anya and Helen have stepped down from the Volunteer Board. There are now four vacancies.

**2) New Business**

- a. **MCE Deep Green Incentive Program-** Cassidy DeBaker and Bruce Ackerman of the Climate Action Committee attended the meeting to make a presentation on an energy incentive program. The first 100 residents who sign up for the Marin Clean Energy’s Deep Green Energy program will receive the program free for one year. After that, the cost is approximately \$5 per month more than the regular green energy program. They asked if the Board could send out an announcement in an e-mail blast. Maria added she sends out packets of information to new residents in Town, and could include a handout on the program. **ACTION ITEM: The Volunteer Board agreed to advertise the Deep Green Incentive Program via e-mail blasts, and the new resident distribution packet.**
- b. **Community Passover Seder- April 29th-** Holly announced the Seder is set to start at 5:30 p.m. at the Women’s Club. She added that Mark Solomons is promoting the event and Holly and Renee Goddard are organizing the music.
- c. **Volunteer Recognition ceremony May 21<sup>st</sup> at 12 noon -3 p.m. –** Geo distributed a checklist for the event. Maria has sent out an e-vite invitation to

130 individuals, and received 16 confirmations, and 6 declines. Due to the date change, A Forkful of Earth is no longer able to cater the ceremony. Maria contacted Comforts regarding catering. Holly suggested speaking to Taste first, before selecting a caterer. Maria will follow up with Taste. At the groups' request, Maria reached out to Good Earth for a salad donation. She received a \$100 gift card. Maria will order mini-first aid kits to be distributed as gifts to the attendees at the ceremony. There is approximately \$1,500 available to cover food and gifts. Maria will purchase table cloths, and also flowers as centerpieces for the tables. She will also get name tags for the guests. There will be a sign-up sheet at the reception area. So far, two attendees have offered to help with set-up. Maria has confirmed with Tim Barrett to sing the "Fairfax Theme Song". Anya suggested printing out the lyrics for the song. Some additional suggestions were to videotape the event, and invite the Marin Independent Journal. Maria suggested that the Board's vacancies be posted at the reception table at the event, in hopes of attracting some potential board members. The volunteer postcard will also be updated and available for distribution at the event.

### 3) Old Business

- a) **Update on disaster preparedness public outreach event**- Maria announced the Red Cross smoke detector pilot program was implemented at Village West, Lanai Apartment, Drake Manor, and Creekside Apartment.
- b) **Adoption of Goals/Projects for 2016**-George presented the 2016 Goals to the group. The community garden project was added to the goal "Develop Community Well-Being". Maria will make the change to the goals, and they will be finalized.  
**ACTION ITEM: The Volunteer Board voted to officially adopt the goals for 2016.**
- c) **Trails Program/Chipper Days**- Helen distributed a handout she prepared on the subject as she steps down from the Board.

**The meeting adjourned at 7:00 p.m. The next meeting will be on May 23rd.**