

Veneta Parks Board  
Minutes, May 2, 2007  
4:30 P.M.  
Veneta City Hall

Board Members in Attendance: Cathy Coulson-Keegan, Gail Wilkie, Robert Hladky, Lee Taylor-Loewe, Craig Soderberg, Maggie Tallmadge, and Denise Hand.

Council Member: Sharon Hobart-Hardin

Community Services Director: Margaret Boutell

R.A.R.E. Intern: Taunya Jones

City Administrator: Ric Ingham

#### I. Public Comment

None

#### II. Welcome New Members

We welcomed new members Maggie Tallmadge and Denise Hand. They each received a binder with the Park, Recreation, and Open Space Master Plan in it. Gail offered to take them on a tour of the City's parks.

#### III. New Business

Neuter Scooter will be in the area May 15<sup>th</sup>. They will need volunteers to sit with cats.

#### IV. Approve Minutes From April 4, 2007

All approved.

#### V. Reports from Subcommittees

##### A. Easter Egg Hunt

Logan was not present to give us his wrap-up report. Gail reported that we used 2,500 eggs for this year's hunt. We decided it would be good to have 3,000 for next year to make sure every child has candy. (No tears policy.) This year was a very successful event. We don't know yet where we are with the budget for the event as we are waiting for Logan to hand in his expenses.

##### B. SOLV Project for Earth Day

Taunya gave us an update of the Earth Day event. She was happy to report that we had seventy-four volunteers sign up. Twenty-nine were under eighteen so our attempt to get youth and family involved was successful. We planted 800 plants in bio-swale and forty to fifty trees in the park. Hopefully this will become an annual event. Gail thanked City staff, especially Public Works, for all their help with the preparation before the event and participation during the event. Lee complimented Taunya on her organizational and people-wrangling skills which helped to make the event so successful.

We need to send out our volunteer program brochures to those who signed up for Earth Day. Next step is to get volunteer profiles into a data base. We are looking at ways to use volunteers, such as an Adopt-A-Park program. We need a Volunteer Coordinator. It should be a paid position, but the City will need a grant to fund it. Another idea is to

Veneta Parks Board  
Minutes, May 2, 2007  
4:30 P.M.

Veneta City Hall

make the "job" a volunteer position to begin with. We need to define our project list and how many events we would host throughout the year to better determine how many hours the Volunteer Coordinator position would require.

#### C: Wings and Wine

We were showed the article about the upcoming Wings and Wine event in West Lane News. There was also a front page article in the Register-Guard. We sent around a sign up sheet for volunteers to man the Parks Board booth. Our booth will be selling raffle tickets, baked goodies and coffee. (All the money collected will go towards the TSP field acquisition.) Denise and Gail will be on the subcommittee to make refreshments for the booth.

Cathy showed us the raffle poster she made up for the event. She has already hung some up around town and asked us to take some and do the same. This Sunday Craig volunteered to sit at a table at Ray's to promote the raffle.

#### VI. Parks Board Accomplishments for Submittal to City Council

The report was included in our packets and we reviewed it. Craig made a motion to adopt. Cathy seconded. All voted in favor.

#### VII. Parks Board Goals for 2007/2008 to be submitted to City Council

The report was included in our packets and we reviewed it. Craig made a motion to adopt. Cathy seconded. All voted in favor.

#### VIII. Parks Board Budget Recommendations for FY07/08

The wrong budget was accidentally handed out. Margaret will email the correct one to members.

#### IX. Report on Fundraising

Denise and Craig are on the fundraising subcommittee. They are planning on moving forward with the Monopoly game. Craig will send out a master sheet on pricing, goals and expenditures. The board members will be trained on how to approach a potential donor. He asked members to approach companies they are familiar with. Any money collected will go for the TSP field acquisition. We talked about ideas for the game such as cover photos to show kids playing sports and the Fern Ridge Area. We would also like to use the new branding logo.

#### X. Ralph Johnson Park Quotes for Construction Plan.

Gail gave a report on the bids we've received for the Ralph Johnson Park upgrade: David Doherty-\$22,000, Carol Schirmer and Assoc.-\$17,000 and no response from a 3<sup>rd</sup> firm.

Denise requested that we get at least one more bid. Craig motioned for another bid. Denise seconded motion. All voted in favor. Gail will contact one more Landscape Architect firm and forward their response to Margaret.

Veneta Parks Board  
Minutes, May 2, 2007  
4:30 P.M.  
Veneta City Hall

Other Business

Margaret briefly touched on the summer recreation plans for the local children. The plans are a substitution for the usual Veneta Pool activities. (Our pool is damaged and unusable.)

XI. Plans for Next Meeting

Logan Loftis to present Egg Hunt report & "How To" Manual  
Report on 3<sup>rd</sup> bid for Ralph Johnson construction plans.  
Parks Budget (expenses-savings)  
Fundraiser  
Wings and Wine report  
Parks Board participation

Meeting adjourned. 6:00 P.M.  
Minutes taken by Lee Taylor-Loewe

Sharon left early for health reasons.  
Ruth left early for family reasons.  
Robert left early.

Veneta Parks Board  
Minutes, May 2, 2007  
4:30 P.M.  
Veneta City Hall

### Contact Information

			<u>Term Ends</u>
<u>Chair</u>			
Gail Newby-Wilkie	935-5615	<a href="mailto:newbyg@earthlink.net">newbyg@earthlink.net</a>	2009
<u>Vice Chair</u>			
Robert Hladky	935-2737		2010
<u>Secretary</u>			
Lee Taylor-Loewe	935-8846	<a href="mailto:leejay2003@hotmail.com">leejay2003@hotmail.com</a>	2010
<u>Board Members:</u>			
Judy Colvard	935-3311	<a href="mailto:judycolvard@hotmail.com">judycolvard@hotmail.com</a>	2009
Cathy Coulson-Keegan	935-9596	<a href="mailto:cathy@earthsteps.com">cathy@earthsteps.com</a>	2010
Denise Hand	935-132 4	<a href="mailto:deogratias1959@hotmail.com">deogratias1959@hotmail.com</a>	2011
Craig Soderberg	935-5427	<a href="mailto:lbs@att.net">lbs@att.net</a>	2010
Maggie Tallmadge	935-2094	<a href="mailto:mtallmadge@earthlink.net">mtallmadge@earthlink.net</a>	2011
<u>Honorary Member</u>			
Ruth Germaine	935-6352	<a href="mailto:n7pko@yahoo.com">n7pko@yahoo.com</a> or <a href="mailto:RuJoge@Gmail.com">RuJoge@Gmail.com</a>	
<hr/>			
<u>City Council Liaison</u>			
Sharon Hobart-Hardin	935-8352	<a href="mailto:sharonhh@cmc.net">sharonhh@cmc.net</a>	
<u>Community Services Director</u>			
Margaret Boutell	935-2191	<a href="mailto:mboutell@ci.veneta.or.us">mboutell@ci.veneta.or.us</a>	
<u>City Administrator</u>			
Ric Ingham	935-2191	<a href="mailto:ringham@ci.veneta.or.us">ringham@ci.veneta.or.us</a>	