

Veneta Parks Board
Minutes, August 1, 2007
4:30 P.M.
Veneta City Hall

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

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

Community Services Director: Margaret Boutell

I. Public Comment

None

II. New Business

Margaret announced she is leaving the City for another job in Madras, Oregon. She will leave the last of August. Margaret has been a strong ally with the Parks Board and her absence will be greatly felt.

III. Approve Minutes from July 10, 2007

Approved

IV. Final report from Taunya on Volunteer Program and Trail System.

Taunya handed out copies of a guide she created for establishing a Volunteer Program. She also included the framework for the Special Projects Program, including the Easter Egg Hunt and two park beautification events during the year (Earth Day and maybe another one during the fall). She's hoping to get a volunteer coordinator. She suggested ways to fill that position, and lacking that, having it manned by Parks Board members.

She has created a data base of volunteers with the Access data base program. Right now it's mostly info from our first Earth Day volunteer force. Taunya has spoken to some other cities about their volunteer programs. The ones that are successful have a paid volunteer coordinator. We briefly discussed how many hours a coordinator would need to work as a means to decide how much salary the position would require. As of now, the City has no funding to pay a coordinator so Taunya has suggested that we explore grants as a way of coming up with the money.

She has put together a binder that has forms, informational articles, the information needed for resources on how to manage volunteers, etc. She also made a binder just for the Earth Day event that includes all our master forms and information. She also handed out information on the trail project that she's been working on.

Her last day as a R.A.R. E. intern will be next week when she will return home to Idaho. The Parks Board members expressed our gratitude for all her hard work and professionalism.

Veneta Parks Board
Minutes, August 1, 2007
4:30 P.M.
Veneta City Hall

V. Reports from Subcommittees

A. Fundraising

Craig handed out material on the Fern Ridgeopoly game. He suggested strategies for selling spots on the game board. Our deadline to get all our orders into the company is October 6th so we can take delivery on November. 29th (in time to sell for Xmas). Our profit comes from selling the games more than selling the spaces so we need to push the games themselves. We all picked businesses that we would feel comfortable approaching. Judy suggested that if someone is nervous about making a sales call we could go in pairs. We need to stay in email contact with each other so we don't over sell a space. Craig will go to the next Chamber of Commerce meeting and make a sales pitch about our game fundraiser.

B. Neighborhood Watch

Judy handed out what she downloaded from the Sheriff's website on the Neighborhood Watch program. Lee gave a brief recount of her conversation with the current leader of the Fern Ridge Neighborhood Watch. At this point the committee is in the exploratory phase of developing a Parks Watch.

VI. Report on Funding for Ralph Johnson Park Design

City Council approved our choice of David Dougherty and Associates. Margaret sent out his contract today. He would like to do a walk through of the park with us.

VII. Plan for Next Meeting

September 5th

Progress on selling Fern Ridgeopoly

Arrange walk-thru of Ralph Johnson Park with David Dougherty

Meeting adjourned. 5:30 P.M.
Minutes taken by Lee Taylor-Loewe

Veneta Parks Board
Minutes, August 1, 2007
4:30 P.M.
Veneta City Hall

Contact Information

			<u>Term Ends</u>
<u>Chair</u>			
Gail Newby-Wilkie	935-5615	newbyg@earthlink.net	2009
<u>Vice Chair</u>			
Robert Hladky	935-2737		2010
<u>Secretary</u>			
Lee Taylor-Loewe	935-8846	leejay2003@hotmail.com	2010
<u>Board Members:</u>			
Judy Colvard	935-3311	judycolvard@hotmail.com	2009
Cathy Coulson-Keegan	935-9596	cathy@earthsteps.com	2010
Denise Hand	935-1324	deogratias1959@hotmail.com	2011
Craig Soderberg	935-5427	lbs@att.net	2010
Maggie Tallmadge	935-2094	mtallmadge@earthlink.net	2011
<u>Honorary Member</u>			
Ruth Germaine	935-6352	n7pko@yahoo.com or RuJoge@Gmail.com	
<hr/>			
<u>City Council Liaison</u>			
Sharon Hobart-Hardin	935-8352	sharonhh@cmc.net	
<u>Public Services Director</u>			
Margaret Boutell	935-2191	mboutell@ci.veneta.or.us	
<u>City Administrator</u>			
Ric Ingham	935-2191	ringham@ci.veneta.or.us	