

# Minutes of the Veneta Parks Board

## October 7, 2009

### Board Members

**Present:** Cathy Coulson-Keegan, Bonnie Nagle, Barbara Nelson, Craig Soderberg, and Gail Wilkie

**Others:** Ric Ingham, City Administrator, Brian Issa, Community Services Director and Darci Henneman, Assistant City Recorder

Gail Wilkie called the Veneta parks board to order at 4:02 p.m.

I. Public Comment

None

II. Approve Minutes from September 2, 2009

Cathy moved to approve the minutes. Craig seconded. All approved.

III. Old Business/Status of:

a. Bylaw Update

Craig said he is still working on the bylaw update. Brian provided him with a copy of the samples and notes Craig had given Brian several months ago.

Ric suggested creating a sub-committee with staff and members of the Park Board. Craig and Gail volunteered to work with Ric as members of the subcommittee to modify the bylaws to make them more practical and conform to the needs of the Park Board.

b. Mission Statement & Goals

(1) Mission Statement

Discussion of development of Mini-Work Plan to Define Goals

Gail read the third draft of the Park Board mission statement. Craig felt the Board really doesn't advise the Council and suggested the word "advisory" be removed or reworded. After a long discussion the Board members agreed "advisory" should be removed. The Board supports and implements direction from the Council but does not really advise the Council.

Bonnie and Barbara agreed they would like to be supportive but they have not seen the Park Board Master Plan.

Cathy motioned to remove the wording "as an advisory body" from the Park Board mission statement. Gail seconded. All approved.

(2) Goals

Gail said goals for the 2009/2010 year should include finalizing the mission statement, the Mini-Work Plan and the Bylaws. It was the consensus of the Board that the goals meet the Board's needs.

Craig suggested once he, Gail and Ric finalize the bylaws and the Board approves them, all board members should be involved in finalizing the Mini-work Plan some time in November.

Craig motioned to approve the goals. Barbara seconded. All approved.

- c. Holiday Bazaar – Discussion with Pool Committee member  
Gail attended the last Pool Committee meeting and said they are excited about the Park Board assisting with fundraising efforts for the new pool. It was agreed selling bricks at the Holiday Bazaar would be a joint effort of the Park Board and the Pool Committee.

Brian Issa attended the Park Board meeting today to update the Board on the Holiday Bazaar fundraising effort. The Board will rent two tables (one booth) at the Holiday Bazaar on November 20 and 21<sup>st</sup> at Veneta Elementary School and sell bricks and FernOpoly games. The Park Board will purchase the tables for \$25 each. Gail and Twinkle will coordinate staffing the tables for the two day event. Also a \$100 brick will be raffled off. Raffle tickets will sell for \$5 each or 3 tickets for \$10.

Craig said the Fern Ridge School District will purchase a \$100 brick.

Brian said the \$100 brick allows three lines of text with 20 characters per line. The \$250 brick will be twice the size as the \$100 brick and will allow for six lines of text and the \$500 brick will allow for a custom engraved logo.

Bonnie said she would look into Siuslaw Bank providing the Board with a manual credit card machine to allow people to use a credit card to purchase bricks.

- d. Discussion on Parks Board Events  
Postponed until the November 4, 2009 meeting.

#### IV. New Business

- a. Present 2008-2009 Accomplished Goals and 2009/2010 Goals to the City Council at the October 12, 2009 Council meeting

It was the consensus of the Park Board to present the 2008/2009 accomplished goals and their 2009/10 future goals to the City Council at the October 26, 2009 Council meeting.

Ric said finalizing the Bylaws is a big project which may take a few months. He suggested the board separate the Mini-Work Plan from the Bylaws and meet on October 20, 2009 at 4:00 p.m. to finalize the Mini-Work Plan and prepare the Board's 18 month accomplishments to present to the Council at the October 26<sup>th</sup> council meeting.

- b. Receipt of Meeting Materials  
It was the consensus of the Board, rather than sending the agenda and minutes as attachments, Darci will "cut and paste" the agenda and minutes directly into the email to all Park Board members.

#### V. Next Meeting

The next Park Board meeting is scheduled for 4:00 p.m. on Tuesday, October 20, 2009. The Board will present their 2008/2009 accomplished goals and the 2009/2010 future goals to the City Council on October 26, 2009.

The Park Board adjourned at 5:05 p.m.