

## Minutes of the Veneta Park Board October 6, 2010

**Board Members Present:** Sharon Hobart-Hardin; Cathy Coulson-Keegan; Barbara Nelson; Marie Pickett; Daphene Sampson; Craig Soderberg; and Olivia Poncē

**Others:** Ric Ingham, City Administrator; and Darci Henneman, Assistant City Recorder

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Barb Nelson called the Veneta Park Board meeting to order at 4:35 p.m.

I. Public Comment: None

II. Approve Minutes:

Cathy motioned to approve the September 1, 2010 minutes. Marie seconded and all approved.

III. Old Business:

a. Harvest Festival Update

Daphene said many volunteers participated in the Park Board Booth at the Harvest Festival and the prizes were well received. She had a few suggestions for next year's event; fitted table clothes and pictures of the winners to be published in the Fern Ridge Review; the booth could be a fundraiser and have an onsite quiz or survey and sell tickets for the basket raffle. The raffle tickets should be counted and the winner confirmed by two volunteers; use a box with a slot for the tickets rather than a jar; volunteers stationed at the parks to take photos for the newspaper and to answer questions; and a set of rules which the subcommittee will establish and finalize.

Barb suggested the rules should be prepared by the subcommittee for next year's event.

It was the consensus of the Board to have a scavenger hunt at the Earth Day/Arbor Day event which the subcommittee will work on.

Marie said 162 tickets were returned so roughly 54 participants entered the raffle. There were two to three students staffing the Park Board booth for most of the day.

Brittany Glenzer, a possible student representative volunteered and said she had a great time staffing the Park Board booth.

Olivia recruited booth volunteers from her school and said two volunteers would like to be involved with the Light Parade, the Easter Egg Hunt and Earth Day/Arbor Day events.

At the September 1<sup>st</sup> meeting the Board made a motion to allocated \$75 from the Park Board Fund to purchase items for the basket. It was brought to the Board's attention that Daphene spent \$101.45 on basket items.

Cathy made a motion to revise the allocation of \$75 to \$105.00. Craig seconded and all approved.

- b. Easter Egg Hunt and Arbor Day Subcommittee Reports (postponed from September meeting).

The subcommittees for these events have yet to meet. Gail, Cathy, and Dennis are members of the Easter Egg Hunt subcommittee. The Earth Day subcommittee members are Barb, Daphene, and Craig. Daphene volunteered as the subcommittee chair.

Barb suggested January would be a good time to start working on the Easter Egg Hunt.

Ric suggested someone contact Dennis to see how his work load may affect his meeting attendance.

Olivia is a member of the Green Earth Club and they would like to have a table at the Earth Day/Arbor Day event. She volunteered to be on the subcommittee. Barb said Olivia could work on contacts.

- c. Teen Night at the Park (postponed from September meeting).  
Barb said it may be too early to talk about this and suggested waiting until spring.

Cathy suggested along with teen night the Board could sponsor movie night. She spoke with Zac Moody the Associate Planner at City of Veneta, who indicated the sound issues shouldn't be a problem as long as neighbors are notified prior to the event. He suggested contacting Eugene and Springfield Parks and Recreation Districts to get tips on putting on movie night. Two or three teen concerts and two movie nights are tentatively planned for the summer.

Olivia volunteered to work on the concert events. Cathy and Olivia will gather information and report at the next meeting.

Marie will contact Cathy with information on a projector. Cathy will try to get some information about Lorane's movie night. Several members will look into providing popcorn at movie night.

Ric said any time a movie is shown there are royalties to pay; we need to make sure that applicable laws are not violated.

Craig said many movies are public domain meaning they can be shown without paying a royalty. Craig suggested searching the internet for movies listed in the public domain.

Daphene will check how Willamalane puts on movies in the park.

- d. Light Parade Update from the Subcommittee  
Daphene and Barb have been working on the light parade. They thought the Board members could walk in the parade and hold the banner since they could not locate a flatbed truck or a generator. The Light Parade subcommittee consisted of Craig, Daphene, Barb and Ric. Ric said the City has a flatbed and a generator that are available to use for the parade.

Craig provided an update on the banner. He was quoted \$180 for a 10' by 2' one color banner with grommets. It would take about a week to get and is made locally.

After a brief discussion, it was the consensus of the Board to have the banner read:

**Veneta Park Board**  
Tree City USA (with tree city logo)

Daphene motioned to approve purchasing a banner at a not to exceed amount of \$400. Marie seconded and all approved.

Marie motioned to purchase an 8 foot by 2 ½ foot banner. Barb seconded and all approved.

Craig will provide a sample banner to two Board members prior to submitting the order to Ric for purchasing.

IV. New Business

a. Garden Club Beautification Project

Barb said Ric, Sharon and she met with the Garden Club last week. Ric said the Public Works crew made a bulb bed on the south side of community center and now they need to know what kind of soil the Garden Club would like put in the bed. Barb said she will contact the Garden Club to find out. Ric said it could be ready for planting as soon as next week.

b. Annual Events Calendar

Darci will provide the City's event calendar to the Board at the November 3<sup>rd</sup> meeting. The event calendar includes the Light Parade, Easter Egg Hunt, Earth Day/Arbor Day, Wings & Wine, etc.

Craig suggested the events be advertised in the community calendar. Ric said the City's events can be put on the website without going through the library.

The Light parade subcommittee will meet Wednesday, October 13<sup>th</sup> at 4:30 at City Hall.

Other

Olivia said the Green Earth Club would like to volunteer to clean up a City park on Sunday, October 10<sup>th</sup> from 1:00 p.m. to 3:00 p.m. Clean up would consist of removing liter, raking leaves, and light weeding to spruce up a park. They are providing their own tools and supplies. Mr. Best, a teacher at Elmira High School and a few adults will be chaperoning. They plan to have a potluck afterward. She asked which park would the City and the Park Board like them to clean up.

Ric said Kyle would know which park would need the most work. For future reference, he suggested Olivia contact Kyle ahead of time to coordinate the pre-planning process. He suggested the Territorial Sports complex and if Mr. Best has any questions, to please contact the City.

Olivia will inform the Club members tomorrow at school to meet at the Territorial Sports complex on Sunday.

Darci will provide her with a sign up sheet and liability forms after the meeting.

Ric said the City's 2009/2010 budget included funds to replace the play structures at Fern Park. He provided a handout showing what needs to be replaced and the long term vision for Fern Park. Replacing the equipment does not follow the City's Park, Recreation, and Open Space Master Plan, but the equipment has the most liability. This is information only and does not require Board action.

Craig made a motion to adjourn the Park Board meeting. Cathy seconded and all approved.

The meeting was adjourned at 5:40 p.m.

- V. Next Meeting  
November 3, 2010