Minutes of the Veneta Park Board
August 1, 2012

Board Members Present: Cal Beach, Cathy Coulson Keegan, Penny Lacky Barb Nelson, Dennis Paronto, and Marie Pickett

Others: Kyle Schauer, Public Works Superintendent, Brittany Boothe, City Council Liaison; and Darci Henneman, Assistant City Recorder

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Chair Barb Nelson opened the meeting at 4:35 p.m.

I. Public Comments
None

II. Approve Minutes for June 6, 2012
Approve Minutes for June 27, 2012

Dennis motioned to approve June 6th minutes as presented, Cathy seconded, all approved
Dennis motioned to approve June 27th minutes as presented, Cal seconded, all approved

III. Old Business/Status of:

1. Recap of 50th Anniversary Scavenger Hunt
Marie said Penny, Cal, and Craig worked very hard at the Park Board booth at the 50th Celebration. Marie said Penny will be providing the recap.

Penny said the event went very well and there was a lot of participation. She said over 60 people completed the trivia questions and 38 scavenger hunt passports were turned. They got a lot of positive feedback about the booth and the story board. She said people told her they learned a lot about Veneta, they also liked the location and there was something to do for all ages. She said the booth set up and tear down also went well.

In response to a question from Barb, Cal said Craig had the raffle winner announced over the PA system. Barb said unfortunately, the people sitting in the park couldn't hear who won.

Everyone agreed they need to work on announcing the raffle winner in a better way.

Penny inventoried materials and supplies that were used as well as what is left over for the Harvest Festival.

Volunteers at the Park Board booth were Marie, Cal, Craig, Penny, Michael Lacky, and Troy DeMello. Penny said many volunteers were there from 8:30 a.m. to 9:30 p.m.

Marie said the Park Board never found their banner. She asked Kyle if the Park Board should keep their banner.

Kyle said an area was created at the Public Works yard for storing all City banners. He said he will provide the banner and asked that it be returned to him so he can store it with the other banners.

After a brief discussion it was the consensus of the Park Board to ask Darci to draft a check-off list.

Penny suggested an inventory list should also be made.

Penny gave the completed passports to Darci so she could enter the participants' contact information on the volunteer database. The trivia questions and passports will be archived.

Dennis said the Park Board booth had a great location and looked good from the Kiwanis booth.

Barb thanked everyone who worked so hard on the event.

2. Public Works/Pool Report
   Kyle said the Public Works crew has been completed some repairs in the parks. He said the seasonal hire will be leaving soon but Kyle has plans to continue with some irrigation projects. He said the pool is doing well but participation is a down likely because of the lack of hot weather. He said the pool was at capacity for a couple of hours during the 50th Celebration and he said that event brought in people that hadn't been to the pool previously.

   Kyle said Brian will be leaving the City at the end of August. Kyle said he will be taking over supervision of the pool at that time.

   Kyle said the Lions Club approached the City about formally adopting the Ralph Johnson Park. He said the City has an "Adopt a Park Program" but it is not active. He will work on formalizing an agreement and getting the program up and running.

   Marie said there are many native wild flowers (trillium) at Ralph Johnson Park and she would want to make sure the areas are not disturbed or eradicated.

   Kyle said the agreement will state no improvements will be done without supervision of the City including any new plantings will be compatible with the park and easily maintained.

   In response to a question from Cathy, Kyle said he would provide the Park Board with a copy of the finalized agreement. He said Ralph Johnson Park will be used as a model for future park adoptions. He said hopefully other entities will come forward to adopt other parks.

   Kyle said the pool employees picked up garbage and cleaned tables during the 50th Celebration and on Sunday morning after the event.

   After a brief discussion it was the consensus of the Board to send a thank you letter to the pool employees.

   In response to a question from Barb, Kyle said he will work with Ric to get the Adopt a Park program up and running when he returns from vacation in three weeks.

3. Review Event Calendar for Upcoming Events
   This was discussed under event planning.

4. Donor List for Thank you letters
   Barb signed the letters.

IV. Event Planning

1. Skate Board Competition - August 31, 2012
   Barb clarified that the skateboard event needed volunteers to assist with event registration.

After a brief discussion, the Park Board asked Darci to email Twinkle's email address to all Board members and those who can volunteer for the event will contact Twinkle individually. Cathy and Penny said they could help with registration.

Dennis will be busy with the Kiwanis booth. He said all volunteers will receive a free dinner. The event is from 4:00 p.m. to 7:00 p.m. on Friday, August 31st.

2. Harvest Festival – September 29, 2012
   Marie said the subcommittee has not been established. She said Kim Kaufman is this year's event coordinator.

   Barb asked for volunteers to chair the Harvest Festival.

   Cal said will be out of the state during that time.

   Dennis said the Chamber of Commerce is sponsoring a chili cook-off at the Harvest Festival. The cooking starts at 8 a.m. and judging will be at 11 a.m. He said all the chili will be given to the Chamber to sell and all proceeds will go toward the Wineries without Wall project. He said the groundbreaking for the Fern Ridge Service Center is scheduled for October 1st which will likely be incorporated into the Harvest Festival.

   Marie motioned that the Park Board should have a booth at the Harvest Festival, Dennis seconded, all approved.

   Marie said she can lend some support but she will have her own booth at the event.

   Barb said she could also assist the day of the event but will not be in town for event planning.

   Marie said the passport cards could be used for a scavenger hunt at the Harvest Festival but participants would need to leave the event. She suggested changing the wording so the winner of the raffle would not have to be present to win.

   Cathy suggested the idea she and Gail Wilkie came up with several months ago to hide a key to the park and the key could be turned into to City Hall to receive a prize.

   Marie said the passports have been created for one park and maybe a key could be one of the prizes.

   Penny suggested rather than sending participants out to the parks, use the Harvest Festival site along Second St. for the trivia questions (plantings, native flowers, Waldo Lane, etc.)

   Barb suggested the subcommittee discuss these ideas at their first meeting which was set for Wednesday, August 22nd, at 4:30 p.m. at the Village Table. Subcommittee members are Penny, Dennis, Barb and possibly Craig. The subcommittee will provide an update at the September 5th meeting.

   Darci will send an email to the student representatives about this meeting.

3. Fall Planting or Tree City Committee Project
   Marie asked Kyle to talk with Brian or Kay about the Tree City fall planting. Kyle said Brian is out for the rest of the week and Kyle is leaving tomorrow for three weeks.

   It was decided that Barb will contact Brian directly about the fall planting.

On another note, Marie had a set of LED lights with a battery pack that were used to decorate the Park Board banner during the Light Parade. She would like to get a couple more sets to use for the 2012 Light Parade.

Marie motioned to request $40 to purchase two or three strings of battery operated LED lights for the light parade, Dennis seconded, all approved.

Marie said she will complete the check request and have $40 cash to purchase the lights or reimburse another Board member if they should purchase a set of lights.

Married motioned to reimburse Cal $9.73 for ice purchased for the Park Board booth at the 50th Celebration, Cathy seconded, all approved.

Penny motioned to adjourn the meeting, Cathy seconded, all approved.
The meeting was adjourned at 5:36 p.m.

V. Next Meeting – September 5, 2012