

# Minutes of the Veneta Park Board

## May 7, 2014

### Board Members

**Present:** Chelsea Coffman, Cathy Coulson-Keegan, Dennis Paronto, Carol Petty, and Craig Soderberg

**Others:** Kay Bork, Community Services Director, Brittany Boothe, Liaison, Stacy Cornelius, Kyle Schauer, and Darci Henneman, Assistant City Recorder

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Chair Craig Soderberg called the meeting to order at 4:32 p.m.

Dennis asked if Siuslaw Bank could be added to the thank you being published in the Fern Ridge Review. Darci said she would take care of that.

I. Public Comment  
None

II. Approve Minutes for April 2, 2014  
Dennis motioned to approve the minutes. Cathy seconded, all approved.

III. Updates:

1. Earth Day (Carol Petty)

Carol said the Earth Day celebration had 14 booths at Veneta Elementary and served approximately 400 students. She said Central Little School attended the event. She said Veneta Elementary staff planted lima beans in plastic bags so the students could see the root systems grow. She said the School also paid for the smoothie booth. She said the pumpkin, sunflower, and peas seeds were donated by Mary Jo Wade from Wintergreen Farms, the Park Board had the bird feeders. Jeff Muir had his composting worms, Pony Gilbert had his bees, and Lane Electric had a presentation. New this year was a recycled musical instrument booth and a recycled art booth. She thanked everyone. She said 75 onsite volunteers hours were logged in for the event and volunteers made 425 bird feeders; distributing 300. She asked if the Park Board wanted to store the left over bird feeders or if they wanted to donate them to her daughter's kindergarten class. She said she also has lots of pine cones.

It was the consensus of the Board to donate the bird feeders to Carol's daughter's kindergarten class.

Carol suggested next year the Board discuss how the bird feeders are made. She said it takes a lot of volunteer hours to put them together. She said she and Marie worked very hard for two hours making bird feeders.

Carol finished up with Zany Zoo being paid \$175 and she had miscellaneous out of pocket expenses of \$100.92 for a total cost of \$275.92 which is well under the \$475 budget.

Craig asked if anyone was working on sending out thank you cards.

After a brief discussion, it was the consensus of the Board to publish a thank you in the Fern Ridge Review.

In response to a question from Craig, Carol said Zany Zoo is well worth \$175. She said they are always late but Olivia said the students love the animals.

2. Easter Egg Hunt (Dennis Paronto)

Dennis said the hunt well very well with 377 kids counted. He said it seems to get better every year. He said over 60 volunteers worked at the egg stuffing and 170 volunteer hours were logged

in for the Hunt. Dennis said the event came in under budget; eggs and candy were \$725, advertising the poster in the Fern Ridge Review was \$90, and he had \$49 in other out of pocket expenses. He said the Kiwanis will pay for the thank you add and he used the \$20 BiMart gift card to purchase water. He said the Kiwanis paid for the coffee and the bunny suit didn't need cleaning. The subcommittee met a week after and did their wrap up. Except for fine tuning, everything went well. It was decided that Grandma Bunny will assist with kids under nine years old and it was agreed that all helpers will be high school age or accompanied by a leader. He said the Kiwanis pop up was set in a perfect place for the weather and Lane Fire Authority's pop up had a side protector that worked very well in the rain. He said Rays donated 8 dozen donuts and there were only four left over. He said the new store manager at Ray's contacted him about partnering with the Park Board and Kiwanis on next year's Hunt. He said the committee should bring them in early and also talk about egg prices.

In response to a question from Craig, Dennis said Rosie recycled about 3000 eggs to Operation Christmas Child.

Dennis said next year Penny would like to be the Easter Egg Hunt chair. He said that position needs to be appointed early on to get the eggs ordered in December. He said next year's Hunt will be April 4<sup>th</sup>, and lastly it was agreed that all bunny helpers need to be trained. He said Cathy showed a training video at the high school a week or two before the Hunt. Dennis will still be working at the hunt through the Kiwanis. He said it truly is a community event.

In response to a question from Chelsea, Dennis said a first aid station was set up.

Dennis said he would like to present a certificate of thanks to key sponsors.

### 3. Park Inventory and Tree Planting (Kay Bork)

Kay said Matt Horowitz has been gone on vacation but he worked on the inventory as well as with Kyle and the public works on identifying problem trees.

Kyle said they narrowed down the information and his intention is to complete tree inventories for all the City parks. He said Fern Park is next.

Kay said once staff has that information, she'll use it to pull together a planting plan. She said she was hoping there would be a fall tree planting event which she will need assistance with. She said the forest service said they would offer ideas and assistance and she has been in contact with a Tree City USA representative. She said she has a lot of outside support but she would like to work out a plan.

Craig said he will help her with that.

Kay said a fall planting will give staff and the Board time to talk with representatives from the Forest Service and Tree City USA. Kay showed the Board the 5 year award the City received from Tree City USA. She said we also get a new banner every year and Tree City USA signs were installed today at the Veneta City limits on Territorial Rd.

Kay said Matt Horowitz, the volunteer arborist, will complete the tree inventory for the tree planting.

## IV. Event Planning

### 1. Summer Pool Events

Kyle introduced Stacy Cornelius, the Pool Manager. He said at this point they are planning to host four summer pool events and it was brought to his attention that the Park Board wanted to assist with some of those events. He said the first event will be a Summer Solstice party on June 21<sup>st</sup>, from 5:00 to 7:00 pm. He asked if Board members would like to assist with providing supervision at the events. He said last year about 150 people attended the Summer Solstice. He suggested

perhaps the Park Board may want to have a booth and he will ask the Kiwanis if they would like to have a food booth.

Stacy said a few different groups have asked if they could barbecue. There will also be booths to tie-dye items and make sun catchers.

Kyle said it's the intention to pay the life guards to be lifeguards this year rather than last year where they ran the booths. He said he would like to have volunteers man the booths.

Stacy said the two events she would need Park Board assistance with are the June 21<sup>st</sup> Summer Solstice and a Family Fun Night on a night during the first half of August.

Kyle said the movie wasn't really worth the effort at last year's movie at the pool. He said not many kids watched the movie because they were playing in the pool. He said staff has been thinking about continuing that movie event but have it in a park rather than at the pool. He said last year's teen night was a great success.

In response to a question from Cathy, Kyle said he and Stacy are working on hosting two Teen Nights at the pool with DJ Barry McGuire.

Craig said one Park Board goal is to assist the City in anyway it can, specifically during summer months.

Kyle said he and Stacy will work through the budget and when they have more event details they will get back to the Board.

Craig told Kyle that he didn't have to wait for a Park Board meeting, he could email Board members with the invitation to assist with the Summer Solstice and Family Fun Night events.

In response to Craig, Stacy said she and Kyle have planned two teen night events but she would appreciate assistance from the Park Board with the summer solstice and an event in August.

Craig indicated she could let him know when she needed help and he will put the word out to other members.

Cathy suggested setting the movie screen up at a park and they could ask for sponsors to assist with the cost of the movie.

2. Tree Planting – Fall 2014  
This item was discussed above.

#### VI. Next Meeting – June 4, 2014

There was a brief discussion about a park tour at the June meeting. Kyle said he can set something up.

Brittany indicated she would like to attend a park tour.

Craig said he and Kay can talk outside of the next meeting. He suggested conducting a 30 minute meeting on June 4<sup>th</sup> and follow up with a park tour.

It was the consensus of the Board that Penny will be next year's Easter Egg Hunt subcommittee chair.

Dennis motioned to adjourn the meeting, Chelsea seconded, all approved. The Veneta Park Board adjourned at 5:15 p.m.