

Minutes
Volunteer Program Advisory Board
December 17, 2018
Youth Center
16 Park Road

Mission Statement: “To foster goodwill and community spirit in Fairfax through volunteer activities.”

Members in attendance: Geo Taylor, Holly Bragman, Marcia Custer, Georgia Gibbs, Jesse Hoffman, Chance Cutrano. Staff in attendance: Maria Baird, Recreation & Community Services Manager. Others in attendance: Veronica Geretz

The meeting was called to order at 6:00 p.m. The minutes of the November 26th meeting were approved.

1) **Reports**

- **Chair** –no news to report
- **Treasurer-** Marcia reported the balance of the Bank of America checking account is \$7,004, and the Town’s Volunteer budget account has \$2,421.
- **Coordinator** –no news to report
- **Discussion** – no news to report

2) **New Business**

- a. **Holiday gifts for Public Works staff** – Holly announced she has purchased drink tokens from Naves for the Public Works employees. Marcia will reimburse her \$100 for her expenses. **ACTION ITEM: Jesse made a motion to support Holly’s purchase of the holiday gifts, Marcia seconded; all Commissioners voted in favor.**
- b. **Holiday wreathmaking/caroling/potluck re-cap-**With the exception of a few AV difficulties, the group thought the event was very successful. It was suggested for next year that there be background music prior to the caroling. Marcia will bring a portable CD player. Also, more tables should be made available for the wreathmaking; Maria will purchase an additional 3. Holly requested that two different wreath size rings be purchased. Veronica suggested that finished wreaths be hung on string once they are completed, so they do not go missing. Marcia added that a check for \$287.01 from the donations will be made out to the town for the Peri Park renovation project.
- c. **Appreciation lunch for pantry volunteers-January 26, 2019** –Maria announced she sent out the invitation to the Town Council for this event. So far, Council Member Peter Lacques is unable to attend. Since there will not be a Volunteer Board meeting prior to the event, Maria will correspond with Holly, Geo & Marcia regarding the attendance before ordering the food.
- d. **Social media outreach-** this item will be carried over to the January meeting.

- e. **Board Goals & Volunteer Goals for Board Members**—this item will be discussed at the January meeting.

The meeting adjourned at 6:45 p.m.