

**Minutes**  
**Volunteer Program Advisory Board**  
**January 28, 2019**  
**Youth Center**  
**16 Park Road**

*Mission Statement: "To foster goodwill and community spirit in Fairfax through volunteer activities."*

Members in attendance: Geo Taylor, Glenn Michaels, 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 6:30 p.m. The minutes of the December 17<sup>th</sup> meeting were approved with the following corrections: the check made payable to the Town for the Peri Park playground renovation was in the amount of \$287.01, not \$286.

**1) Reports**

- **Chair** –Geo announced he would like to make a presentation to the Town Council in March.
- **Treasurer-** Marcia reported the balance of the Bank of America checking account is \$6,679, and the Town's Volunteer budget account has \$1,598 remaining.
- **Coordinator** –Maria noted that Holly has officially stepped down from the Volunteer Board and will be recognized at the February 6<sup>th</sup> Town Council meeting.
- **Discussion** – Marcia stated that snacks should be provided at the meetings, and the Volunteers can pay for them, rather than Maria supplying them.

**2) New Business**

- a) Re-cap of Volunteer Recognition lunch** –the group agreed that the event went very smoothly, and the food pantry volunteers were extremely grateful for their recognition. Some issues that could help improve the food pantry include a mat at the front door to help prevent slipping during rainy weather, and the issue of excess food.
  
- b) Volunteer website transformation-**Camille sent out a preview of what the Volunteers website will look like when finished; Maria forwarded to the group. Overall, the Board members were extremely pleased with the outcome of the website. The remaining issue of whether the Volunteer's Constant Contact mailing list should be folded into the Town's mailing list as a separate account remains to be determined. Geo & Maria will meet with Camille in the future to discuss.

**c) Board dates for Special Events in 2019**

- Community Seder – April 19<sup>th</sup>

- Talent Show – May 17<sup>th</sup>
- Creek Clean-up- July 27<sup>th</sup>
- Town picnic- September 15<sup>th</sup>
- Art Walk- September 27<sup>th</sup>
- Wreathmaking/caroling/potluck- December 8<sup>th</sup>

**d) Goals for 2019**-the Board did some brainstorming and came up with the following goals for this year:

- ❖ **Building community within the Board**
- ❖ **Cultivating new Board members**
- ❖ **Data Management of volunteers**
- ❖ **Expansion of public gardening area- perhaps at Women's Club**
- ❖ **Meditation practice at Bolinas Park**
- ❖ **Support other groups in the community**

These goals will be further refined at the next Board meeting.

The meeting adjourned at 8:00 p.m.

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