

**Minutes**  
**Volunteer Program Advisory Board**  
**July 22, 2019**  
**YouthCenter**  
**16 Park**  
**Road**

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

Members in attendance: Geo Taylor, Georgia Gibbs, Marcia Custer, Jesse Hoffman, Chance Cutrano. Staff in attendance: Maria Baird, Recreation & Community Services Manager. Others in attendance: Barbara McVeigh, Woolf Barnato

The meeting was called to order at 6:30 p.m. The minutes of the June 20<sup>th</sup> meeting were approved.

**1) Reports**

- **Chair** -Geo announced that 8-10 neighborhoods have organized as Fire Wise in Fairfax. There will be a meeting of all the neighborhood representatives on July 28<sup>th</sup> at 11:00 a.m. in the Women's Club.
- **Treasurer**- Marcia reported that the Volunteer's annual budget is \$5,000 in the Town account, and the checking account balance is \$5,673.40. She reimbursed Veronica for \$111 for drinks at the "Sit" event.
- **Coordinator** -Maria announced she invited Woolf to attend the meeting since there is a vacancy on the Volunteer Board.
- **Discussion** -Georgia noted that a new Vice Chair should be appointed at the next meeting in light of Glenn Michelson's departure.

**2) New Business**

**a) Screening of film on Jose Neto, "The Man Behind the White Guitar"-**

Barbara McVeigh attended the meeting to request sponsorship of showing the movie at the Women's Club. She debuted the film at the San Rafael Film Festival and it will also be shown at the Mill Valley Film Festival. It is being considered for several other film festivals as well. Late fall would be a good time for a showing at the Women's Club. Chance announced that the Open Space Committee owns a projector. He will ask them if it can be used for the film showing at the Women's Club.

**b) Creek clean-up- Sat., July 27<sup>th</sup> at 10:00 a.m.-** Maria announced that

Suzanne Whelan of MMWD who was supposed to be the guest speaker at the creek clean-up was in a bicycle accident. She is okay, but unable to come. Instead, she will send her co-worker, Sara Labberton. She will speak on the different species that use the creek. Maria will get coffee & refreshments for the event. She will purchase 6 trash collectors, garbage bags, and gloves for the event.

**c) Chipper Days-**Maria gave an update on the chipper days that have occurred so far. The Cascade event on July 13 & 14 had 125 participants and yielded 16 tons of vegetation. The Manor Hill event on July 20 & 21 had 75 participants and resulted in 9.75 tons of vegetation. The upcoming events include Deer Park on the weekend of July 27 & 28, and two additional drop offs on August 3 at the Pavilion parking lot and August 10 at Doc Edgar Park.

**d) Website sign up options for volunteering-**the group came to the decision that until a better alternative becomes available, the events will just be posted on the Volunteers section of the website, where people can e-mail Maria if they want to volunteer.

**e) Protocol for budget of projects-**Geo proposed the following language:  
**ACTION ITEM: The Board authorizes Maria (or the current Community Services Manager) to spend up to \$300 from the Town Budget, with the Chairperson’s approval, as long as it is from a line item which is already in the Board’s budget. The money can only be spent on that purpose. If necessary, they can seek additional input from the Treasurer. The language was further amended by Jesse to read “The Board authorizes Maria (or the current Community Services Manager) to spend up to \$300 from the Town’s Volunteer account as long as it is for a purpose of event already agreed to during a meeting of the Volunteer Board. The Volunteer Board Treasurer has authorization to increase this amount to \$500 if needed. The Board adopted this language.**

**f) Form picnic sub-committee-** the group created a sub-committee consisting of Marcia, Geo, Jesse, Chance and Maria. Maria will e-mail the sub-committee with a proposed date of early August.

**g) Board Goals for 2019-**the Board adopted the goals that were proposed at previous meetings.

The meeting adjourned at 8:45 p.m.