

Minutes
Volunteer Program Advisory Board
August 26, 2019
6:30 p.m.-8:30 p.m.
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, Veronica Geretz. Staff in attendance: Maria Baird, Recreation & Community Services Manager. Others in attendance: Woolf Barnato

The meeting was called to order at 6:30 p.m. The minutes of the July 22nd meeting were approved.

1) Reports

- **Chair** -Geo announced he would like to host an incubator project once a year, prior to the Board meeting, at 5:30 p.m. He will invited interested parties to attend.
- **Treasurer**- Marcia reported that there is \$4,471 in the Town's checking account. The balance in the Bank of America account is \$6,143. Marcia distributed a Summary of 2018-19 Volunteer Board account to show all the expenses from the past fiscal year.
- **Coordinator** -Maria announced that Garrett was wondering if the Volunteer Board members would be interested in helping oversee the planting of the Mimosa tree that will take place at the Parkade. The members replied yes, they are interested. Ray Moritz will purchase the tree for the Town.
- **Discussion** -Georgia nominated Jesse for the position of Vice-Chair; Jesse accepted the positon. **ACTION ITEM: All Volunteer Board members supported the nomination of Jesse as Vice Chair.**

2) New Business

a) Town-wide picnic- September 15th 12 noon- 5 p.m.-Ballfield

- Maria announced the sub-committee had met the previous week and began delegating picnic responsibilities. Maria went through the checklist that Marcia had prepared and gave an update on status of activities. Maria has filed the ABC license with the State of California. She has requested the beer donation from Iron Springs Brewery. Maria will obtain wristbands for the attendees. Jesse will pick up the ice. Maria has confirmed the face painter. Maria will purchase temporary tattoos. Maria added that Chaun

will be doing the bbq once again. Marcia will purchase the hot dogs, chips, and sodas at Costco. Lunch will cost \$5, as usual. Maria will request the watermelon donation from Fairfax Market. This year, only 8 watermelons will be requested. Geo will oversee the games, along with Chance. The games will be revised as follows: eliminate tug of war, instead have a hula hoop contest, along with the traditional egg & spoon race, three legged race, and sack race. Veronica will organize the hula hoop contest. This year, the Board will give Scoop gift certificates to the winners of the games rather than trophies. The front reception table will be staffed by Jesse and Chance. The group will do a walk through with Rudy of Public Works on the Thursday prior to the picnic, at 1 p.m., on the ball field. Jesse will help set up the electrical needs for the band. The Tom Finch band has been confirmed by Maria. Maria has dropped off the banner at Fast Signs in San Rafael for revisions. It will be hung across Sir Francis Drake Blvd. on the Tuesday after Labor Day. Maria has reserved the jumpee house and water slide. Veronica will hire attendants to oversee those two stations. Marcia will transport the tents to the ball field. Maria has heard from 8 volunteers who are interested in helping at the picnic. Of those, 6 are high school students. The students will be asked to transport the tables & chairs from the Pavilion to the ball field. Maria has asked Mette to once again do the poster and postcards for the picnic. Avatar will print them and hopefully have them ready in the next day or so. Maria will distribute to the downtown businesses. Maria will request sponsorship from the businesses when she is distributing the posters downtown. The sub-committee will meet one more time before the picnic, the week after Labor Day.

b) Community Sit- Veronica is organizing this for the end of September.

c) Volleyball tournament-this item was continued to the October agenda.

The meeting adjourned at 8:45 p.m. At the next meeting, Maria will make a presentation to the Board on the Volunteer by-laws.