

Minutes
Volunteer Program Advisory
Board
February 25, 2020
6:00 p.m.-8:30 p.m.
YouthCenter
16 Park Rd.

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

Members in attendance: Geo Taylor, Marcia Custer, Georgia Gibbs, Veronica Geretz, Woolf Barnato, Jesse Hoffman, Chance Cutrano. Staff in attendance: Maria Baird, Recreation & Community Services Manager, Garrett Toy, Town Manager

The meeting was called to order at 6:00 p.m. The minutes of the January 27th meeting were approved.

1) Reports

- **Chair** – Geo announced there is \$1,200 in cash for community garden expenses.
- **Treasurer-** Marcia reported the Volunteer's remaining Town allocated funds is \$1,205, and the checking account balance is \$5,228; bringing the overall total to \$6,433
- **Coordinator-** Maria announced she was contacted by Americorp regarding a broom pull at Point Reyes Station on Sunday, March 8th from 9:30-1:30 p.m. She will ask Camille to send out a e-newsletter to promote the event. She inquired as to whether there were any more announcements from the Board. Georgia suggested promoting the Fairfax Festival poster contest. She will send Camille and Maria content. Maria also added the "Alice in Wonderland" play is on Saturday, March 7th from 2-3:30 at the Women's Club, that will be included in the newsletter content.
- **Discussion** –Marcia would like for Geo & Maria to meet with her on the budget.

2) New Business

a) Incubator Project-

-Geo asked the Board if they would like to offer this project. The Board replied yes, but more details would be necessary before it could be launched. Geo explained he would like to offer potential prospects the Volunteer Board's reputation, resources in the way of publicity through the Volunteer e- newsletter, and meeting space in Town buildings. The group decided to postpone the Incubator Project meeting until later in the year.

b) Goals & Objectives –the group began going through last year’s goals to come up with goals for 2020. The new goals included: Under Develop the Visibility of the Volunteer Board; Purpose: To attract more volunteers to our projects- Develop matrix to measure volunteer participation at each event. Set up www.timecounts.com website. Create Instagram account. Under Continue to Organize Annual Community Events; Purpose: To Continue Hosting Celebrations to Create Community-Community Solstice Sit at Bolinas Park, Volleyball Tournament at the Ball Field, Talent Showcase. Under Support Public Safety; Purpose: To Work Towards Creation a Healthy and Safe Community- Support Firewise Community, Develop Ambassador Program to Help Elderly Population with Brush Clearing. Under Community Well-Being; Purpose: To Maintain and Strengthen Alliances with Local Group-remove Brewfest and Community Garden (to help find volunteers), add Art Walk. Strike expansion of public gardening area at Women’s Club, add under Foster Partnerships with Other Groups in Town-Park & Rec Youth Events. Under Strengthen Infrastructure and Communications within the Board; Purpose to Operate More Effectively and Creatively-Strike Development Recruitment Methods, add Explore Feasibility of non-profit status, strike Improve volunteer planning and structure of Board projects, strike Pre-assign roles to volunteers at community events, strike Create Timelines for Volunteer Responsibilities; strike Work on electronic newsletter/schedule, strike update website, strike Explore effectiveness of events volunteer website sign up. Maria will type up the new Goals & Objectives and e-mail them to the group prior to the next meeting. At the next meeting, the group will adopt the goals.

3) Old Business

a) Give Back Tuesday at Iron Springs- the Give Back event was lightly attended due to the Ski Week holiday break. Next year the Volunteers will choose a different time period.

b) Tree planting event at the Parkade- Maria and Garrett thanked Jesse, Chance and Georgia for their hard work in planting two new trees; a Mimosa tree at the Parkade, and a Red Maple at 123 Bolinas Road.

The meeting adjourned at 8:30 p.m.