

Friends of Corvallis Parks and Recreation

1310 SW Avery Park Dr.

Corvallis, OR 97333

Board Meeting Minutes September, 18 2018 5:00 pm

Attendees

Kristin Shreeve
Mary Buckman
Olga Loza
Ken Haines
Stephanie Mehlenbacher

Absent

Charley Fisher
Karen Emery
Jenny Meisel
Roberta Sperling
Audrey Hatch

Guests

Meeting called to order: 5:03 pm This is Kristin's last meeting.

Approval of Minutes from last meeting:

Roberta moved to approve the July meeting minutes. Charley seconded. All were in favor. Minutes were approved by unanimous vote.

Treasurer's Report:

Kristin doesn't have much to report and did not provide a printed report for this month. Charley gave checks to the book keeper (Eileen) to deposit twice this month. Kristin reminded us that **taxes need to be done by Nov. 15**. Kristin is willing to help if needed. There are paper copies of old tax returns in the box of files from Kristin. There was some discussion about a Microsoft match for the Ron Naasko playground. Ron Naasko's daughter, Julie, is the contact. Mary will get in touch with her to figure this out. Roberta will send her a thank you note for her \$1000 donation. Charley has the paperwork to change treasurers with the bank.

Budget Discussion:

Mary re-designed the budget based on comments from last month. She added a line for signs and added words to the admin fee. No one sent any additional comments over the last month. Kristin suggested that we share it with Eileen so she can create categories for future use.

Olga made a motion to approve the Budget. Stephanie Seconded. All were in favor. The budget was accepted by unanimous vote.

Fundraising Letter

Roberta presented the start of a fundraising letter for this year. She included a nice picture of the Ron Naasko playground and information about Ron Naasko. She would like the second page to be about Rene Moye and asked Charley to provide some information about Rene. Charley suggested that we include a picture—he has one that Roberta can use. The plan is to have the letter mailed out in November. We will need to update our mailing list, and remind Eileen to keep track of any new donors. Roberta will include check boxes in the letter again so donors can choose what projects they want to contribute to. Ken gets a discount at Office Depot and said that we can use it for the mailing/printing. Stephanie suggested Packaging Plus for the mailing. Roberta will look into these options. Ken suggested that we include who did the mailing in the letter, especially if we go with Packaging Plus. Roberta will have a more complete draft letter by October for comments from the board.

Swag Order:

Mary checked with the Farmer's Market—they are booked through this year, but she thought we could easily get a table next year for some outreach. She would like to have something to present or give away. Jenny suggested having some sort of "movement activity". Ken suggested having a map of Corvallis with pins so people can pin their favorite park. Ken also suggested providing a list of all the projects we've done. Karen suggested getting pictures of all of our projects that we can use as a backdrop. Our job for the winter can be to make something that we can put up and use as advertising. Karen will work on a photo board and the map. Ken suggested that people should do something to get a give away item—like place a pin on the map. Mary presented a few give away items: sticky notes, magnetic note pad, power clips, bike reflectors, small shopping bag.

There were several suggestions about items: products that are made in the US and environmentally friendly were mentioned. Stephanie offered to do some research on bags, sticky notes, and bike lights. We can add logos for Senior Center and Majestic. Other items were suggested: a postcard with photos on it, and temporary tattoos with our logo.

Raising Our Profile

Mary provided a copy of the sign that will go next to each of the projects that we funded. There was a problem with the print and hole drilling on the original signs, so they put a sticker over the top. The manufacturer assured Mary that the sticker would be ok and will hold up outside. The group seemed a bit concerned that it would not hold up. It was suggested to leave them up for a while and check on them over the next year. If they are failing, Mary will take them back and ask for new signs.

Audrey gave an update on the Whiteside. She is waiting for a list of programs for this year and will email it out to everyone once she gets it. She will also send the board an email of the different advertising packages.

Karen talked to Jimbo and he is excited to put up our olio. Roberta has already sent it to him.

Project Updates:

Karen:

--MLK Fundraiser: The next step is to compile a list of people to be interviewed to see if we can raise \$4 million. They are also working on creating a brochure about parks, Friends, and the project.

--CBUF advisory committee is doing bulb sales for the fall festival. We will get a check from them in the future. They don't have the money earmarked, so we could potentially approach them about a project in the future.

--Pickleball: wants to purchase a permanent shade awning for the bleachers. They are looking at designs right now. Cost is going to be about \$12,000.

--Mary asked if the grant for the Majestic went forward that we all approved via email. Karen stated that it was a letter of intent and it was submitted. Jimbo is working on the application.

--A hearing assistance system is being installed at the Majestic

--Ken hasn't had much interest in getting people involved in a Rambling Rex project.

This is Kristin's last meeting.

Action Items

-Mary will test the friends email to make sure it is receiving messages

-Roberta will send a thank you note to Julie, Ron Naasko's daughter

-Taxes need to be done by November 15.

-Mary will contact Ron Naasko's daughter regarding the Microsoft match

-Charley will give Roberta a picture of Rene Moye and a draft sketch of the memorial sign

-Roberta will look into Packaging Plus and Office Depot for mailing the fundraising letter

- Karen will work on a photo board and the map for tabling at events for outreach
- Stephanie offered to do some research on bags, sticky notes, and bike lights.
- Audrey will email the list of programs and advertising packages for the Whiteside when she receives them.

Agenda items for next meeting:

Fundraising Letter

Officer elections

The meeting was adjourned at 6:30. Next meeting: October 16.

Minutes submitted by Jenny Meisel, Secretary.