

Friends of Corvallis Parks and Recreation

1310 SW Avery Park Dr.

Corvallis, OR 97333

Board Meeting Minutes December 18, 2018 5:00 pm

Attendees

Audrey Hatch
Mary Buckman
Olga Loza
Roberta Sperling

Charley Fisher
Karen Emery
Jenny Meisel
Ken Haines

Absent

Stephanie Mehlenbacher

Guests

Meeting called to order: 5:05 pm

Approval of Minutes from last meeting:

The spelling of Ilene's name was corrected in the October minutes.

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

Treasurer's Report:

Mary sent a copy of the financial statement to all board members. She is working with Ilene to get the report in a more simple format and is still trying to understand the format. Ilene does reports on a monthly basis, and Mary wanted to know if the board members were ok with having a report that ends the month prior to our meeting? Everyone present was ok with this.

There were a few questions and concerns: Roberta had a question about 2 larger donations and the bank fees for \$2.50. Mary also thinks that the 3% administrative fee is not being deducted from each donation. Mary will talk to Ilene about these topics.

Mary stated that Ruby put in a request to hire someone to do the bulb sales. Mary will talk to Ruby to get more information and bring it to the next meeting. After much discussion, Karen stated that CBUF cannot contract or hire anyone because they are an advisory committee to the City. Mary will tell Ruby to talk to Karen.

Olga made a motion to accept that we received the treasure's report. Mary seconded. All were in favor.

Fundraising Letter Update:

Letter has been sent.

Donations to Friends for the Majestic

It was decided that we will provide the names of donors to the Majestic, but not the amount that was donated, so the Majestic can send out thank you letters. We will send out Thank you letters to all donors, but will not include logos for the Majestic, Osborn or Senior Center on our letterhead. Karen suggested that the Thank you letter should be from Olga and Jimbo to make it more personal.

Charley would also like to know who donated to the Rene Moye project because he doesn't want to keep asking people for donations if they have already donated.

Olga suggested that we ask Ilene to create a monthly list of donors and the projects they donated to. We do not need to know the amount of the donation.

Raising Profile Update:

Ads: The Majestic and Whiteside ads are being displayed.

Darkside: Roberta stated that we only had our ads run for 2 months. We can do it again on a monthly basis if we want.

We did not get chosen for the co-op beans for bag program for 2019.

Website Goals Page Update

Olga had a question about the Goals Page on the Website. Mary provided a list of goals that the board approved last July. Olga stated that somehow projects started being listed in the goals section on the website. She will change this and make sure that projects are kept separate.

Related Board Members, bylaws amendments

Move to next meeting

P & R Updates:

Move to next meeting

Action Items

- Mary will ask Ilene about several items on the treasurer's report and will also work with her to get the report in a more simple format
- Mary will talk to Ruby about finding someone else to take over the bulb sales, since they cannot hire anyone.
- We will provide the names of donors who gave money to the Majestic
- Mary will ask Ilene to provide a list of donors and the projects they donated to in the monthly reports
- Olga will update the goals page and keep the projects separate from the goals

Agenda items for next meeting:

Related board members—move to January meeting

The meeting was adjourned at 6:25. Next Meeting: January 15, 2019

Minutes submitted by Jenny Meisel