

# Friends of Corvallis Parks and Recreation

1310 SW Avery Park Dr.

Corvallis, OR 97333

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## Board Meeting Minutes September 23, 2014 5:30 pm

### Attendees

Mary Buckman  
Kristin Shreeve  
Roberta Sperling  
Jackie Rochefort

Charley Fisher  
Kent Daniels

### Absent

Jenny Meisel  
Karen Emery  
Betty Griffiths

### Guests

Jude Geist  
Maryanne XYZ

Kent Daniels call the meeting to order at 5:35 PM. Minutes of the August 26 meeting were approved.

**Treasurer's Report:** Kristin Shreeve presented the treasurer's report. She noted that PayPal has changed again, continuing to make it a challenge to manage. Donations to specific projects show up in the comments. The Tunison Bench has met its fundraising goal. It would be a cost-saving measure to order it at the same time as the pickleball bench. Staff will talk to the neighborhood about the order and installation. The benches are a standard design, not any random bench the neighborhood might choose. Tunison has \$1381 in the bank.

The spring bulb ordering has been difficult to manage. There are large outstanding payments from Samaritan and OSU. Kristin had to develop and send an invoice to Samaritan and there was concern that OSU needed the product before they could pay. She thinks it is worked out but it has been time-consuming. Ruby has also ordered many bulbs for sales at the Fall Festival and she is owed money. This is the first year we have been involved and hopefully next year the kinks will be worked out.

Kristin went to a Quickbooks training and noted she could send letters and email from the database.

**Franklin Park Play Structure:** Charlie and Jackie went to their neighborhood picnic. It was well attended. The play structure is in the CIP. They will fundraise and apply for grants for the 50% match (\$62,000). They were encouraged not to be shy about fundraising opportunities. The tentative design has the center area as grass with play 'pods' around the park. It was suggested that each pod could be sponsored by a business.

**Toyota Donation Request:** Charlie and Karen drafted and sent a letter asking for \$26,000 for an in-water climbing wall. Charlie will meet with them in person. He noted that the dealership has a new owner (Charles Pankey) and has donated to other city events. We discussed advertising opportunities for those who donate.

**Marketing:** The pickleball courts have a windscreen and Jackie designed them with the city and our logo. Charlie asked about the banner in Kermit Roth Park and Jackie noted that it is under the Department control. The big city banner is a lottery. Jackie thought about fundraising for Owens by showing the movie 'The Promise' that was filmed there with James Wood and James Garner. It is a downer movie and may be hard to have a fun event. Mary and Kent will contact the Rotaries – Betty is on tap for one of the groups in March 2015.

We talked about planning and hosting events and noted the Friends do not have a large volunteer base to draw upon. One source of volunteers might be students who use it as experience, notably a Geology class from OSU. Jackie noted that people come into the office to ask about opportunities.

**Directors and Officers Liability:** We discussed the reasons a Board might need it, from money management reasons to physical injuries. The City would have no obligation to defend the Friends. This should stay on the agenda. It probably costs from \$500-\$1000 per year.

**Brochure Update:** Jenny has volunteered to update it with the new logo.

**Fall Festival Booth:** It was noted that Rebecca looked into a food booth and we had an email discussion about it, thinking it was not the right thing for us now. The Library lets people put up booths in front of the Library, but the Festival is this weekend so we will not do anything this year. The CBUF will have a booth selling bulbs and Mary will be working there Saturday afternoon. She will bring brochures.

**Central Park Flower Beds:** There is talk of 'adopting out' the beds around Central Park, with appropriate recognition. We discussed the Friends role in maintenance of these beds. We might raise money and hire Cornerstone to do the upkeep. Steve McGettigan, the volunteer coordinator, will bring something back to the group on the status of this project.

**Draft Financial Policy:** We were unsure what the agenda topic meant, but considered it to be the amount (likely percentage) we charge groups for handling their money. Kent suggested we look at what the Greenbelt and other groups do. A question is what funds would be charged an administrative fee – donations, grants, etc?

**Other Business:** Jackie reviewed the status of the Mary's River Natural Area boardwalk. The cost has risen considerably because it is planned to be wider than the previous one and it may need to be higher off the ground, which will require handrails. Benton County is asking for modeling to predict the floodway impacts. FEMA will likely cover costs related to regulation. It was hoped that construction would be underway at this time, but now there is some concern that the structure as planned will not be permitted.

The meeting was adjourned at approximately 7PM.

**Next Meeting:** The next meeting is Tuesday, October 28 at 5:30 PM.  
Minutes by Mary Buckman