

Friends of Corvallis Parks and Recreation

1310 SW Avery Park Dr.

Corvallis, OR 97333

Board Meeting Minutes February 26, 2013 5:30 pm

Attendees

Charley Fisher
Betty Griffiths
Jenny Meisel

Karen Emery
Kenny Davidson

Absent

Phil Hays
Kent Daniels

Guests

Deb Curtis-City of Corvallis

Meeting called to order: B. Griffiths called the meeting to order at 5:34 pm.

1. Approve minutes from previous meeting:

There were no changes to the January 24th meeting minutes.

C. Fisher made a motion to approve the January 24th minutes, K. Davidson seconded. All were in favor. Motion passed with a unanimous vote.

2. Financial Report

Treasurer's Report

C. Fisher stated that there had not been any changes except the \$5 checking fee; there is \$290 in the account.

B. Griffiths stated that she needed a receipt for her donations that covered the costs of the non-profit and the website that she paid.

C. Fisher said he would also create a check request form by modifying the example from AFRANA and will email to the group for review.

3. Reports

Potential Grants—Deb Curtis, City of Corvallis

Deb Curtis stated that there are many potential grants that the City could apply for through the Friends group and asked if we would be interested in helping her to write and apply for grants. She presented a large spreadsheet of potential grants and stated that City staff could write the majority of the grant and then the Friends board could approve the grants. She recommended the Oregon Parks Foundation and Bank of America Grants. The board thought this was a great idea and was very appreciative of all the work she had done to create the spreadsheet and provide ideas for grants; however, B. Griffiths stated that we have not gotten our incorporation letter from the IRS, and we cannot apply for grants until we get the official letter. We will revisit the spreadsheet of potential grants when our letter is received. B. Griffiths stated that she liked the idea of targeting youth and seniors for potential grants. There was also discussion about the Friends group taking a % of the grant funds as an administrative fee. There was not a decision on an amount, and this discussion was tabled for another meeting.

Brochure

J. Meisel presented an updated brochure and the group made some minor edits to the wording. J. Meisel also presented a spreadsheet with 4 printing price quotes. There was discussion about where to get the printing done and the group decided to go with Pro Print and get 500 brochures on glossy paper for \$225. J. Meisel stated that she had not made a donation yet, so she would cover half of the cost of the brochures.

There was also discussion about where to hand out the brochures once printed. Some suggestions were: City Hall, Senior Center, Timber Hill Athletic Center, Osborn Aquatic Center, Library, City Community Rooms, Chamber of Commerce, Visit Corvallis, Financial Advisors offices, main fire station, Fitness Over 50. K. Emery said she would take them to all City buildings.

C. Fisher made a motion to use Pro Print to print the brochures.

K. Davidson seconded. All were in favor. Motion passed with a unanimous vote.

Leadership Corvallis Meeting 2-14-13

B. Griffiths attended this meeting and talked about the Friends Group. She provided a handout that she created to promote our group.

OSU Folk Club Thrift Shop Grant

Was submitted before the deadline by K. Daniels.

Other

--K. Emery stated that Tom Brooks donated \$5000 to the city for the UV System at the Aquatic Center. J. Meisel asked if it was possible for him to donate to the Friends group instead so it could be tax deductible for him and it would also look good for the Friends group to handle the funds. K. Emery will look into this possibility.

--K. Davidson presented a potential logo that a friend drew. There was discussion about the logo and the group decided that they would like something that is simpler. It was decided that the logo didn't necessarily have to represent everything that we do; it should be more abstract and show movement. K. Davidson will take this information back to his friend.

4. Board Member Recruitment

B. Griffiths stated that she hasn't done any recruitment. C. Fisher said he would talk to James at the Aquatic Center to see if there are any potential donors or board members that he would recommend.

5. Other

Vision, Mission and Goals

The group made some suggested edits to the handout provided by B. Griffiths. She will make the changes and re-send to the group, and will also put this item on the agenda for March.

Meeting adjourned at 7:00 pm.

Minutes by Jenny Meisel

Action Items

Treasurer's report

-C. Fisher will create a receipt for B. Griffiths

-C. Fisher will create check request form

Brochure

J. Meisel will take brochure to Pro Print and get copies made

K. Emery will distribute to city buildings

Other

K. Emery would look into seeing if Tom Brooks would like to give his donation to the Friends group instead of directly to the City of Corvallis.

K. Davidson will continue to work with his friend on creating a logo and will relay the boards discussion about the logo.

Board Member recruitment

C. Fisher will talk to James at the Aquatic Center to see if there are any potential donors or board members that he would recommend.

Mission, Vision and Goals

B. Griffiths will edit her document based on board discussions and send back to group. This will be an agenda item for the March meeting.