

**Friends of Corvallis Parks and Recreation**  
**1310 SW Avery Park Drive**  
**Corvallis, OR 97333**

**Board Meeting Minutes**  
**February 19, 2019**

**Attendees**

Audrey Hatch  
Olga Loza  
Ken Haines  
Charley Fisher  
Karen Emery  
Stephanie Mehlenbacher

**Absent**

Jenny Meisel  
Mary Buckman  
Roberta Sperling

**Guests**

None

**Meeting called to order:** 5:06pm

**Approval of minutes from last meeting:**

**Charley moved to approve the January meeting minutes. Audrey seconded.** All were in favor. Minutes were approved by unanimous vote.

**2019 OSU Folk Club Thrift Shop Grant**

The Senior Center made a grant request to the Thrift Shop for \$1000. The money will be used to fund a pair of adjustable carrels which will give computer patrons a semi-private space. Per Karen, the grant needs to be applied for by a non-profit (which would be Friends). Senior Center did not ask us to do this on their behalf.

Charley said it would have been better for us to have the information ahead of time. Karen said that next time, the Senior Center needs to plan ahead and this should not happen again.

Olga added a reminder to her calendar to remind Senior Center to apply for the grant next year.

**Stephanie made a motion to allow our name to appear on the grant. Charley seconded the motion. Other board members who were absent all said ok to this via email.**

**Related Board Members, By-Laws Amendment**

Continuing our earlier discussion from January's meeting, the group discussed removing the word "unrelated" from the bylaws in Article 4, Section 1.

Olga made the change and all board members received updated by-laws via email.

Charley said that once we vote, he will submit the change to the state. They are ok with changes as long as our non-profit status is not affected.

**Olga moved to remove the word "unrelated" from the by-laws. Audrey seconded. Motion was approved by a unanimous vote.**

**Woodland Meadows Park**

Neighbors of the park have asked Friends to handle a Community Empowerment Grant. They have been working hard to spread gravel on the muddy paths so they are more usable and now they would like to plant plants and wild flowers along the path. Karen explained that the gravel is being spread on the dirt path on the north side of Circle Blvd.

Olga asked what we have to do to have this happen. Karen said we just need to vote to accept project. Stephanie asked why they would need a non-profit to accept the grant as these are given to neighborhoods all the time for projects. How do neighborhoods accept the grants?

Karen suggested checking with Tracy Oulman (sp?) to see how others accept grants.

Olga asked if we need to tell them about the 3% that goes to Friends. Karen replied yes. Charley mentioned that others might donate money to this. Audrey observed that if this is opened up to neighbors, they may donate and we need to be prepared to accept donations. Olga said we need to let people know they can donate via PayPal and that 3% goes to Friends.

**Charley moved to support and be part of the empowerment grant and allow our name to be used. Audrey seconded. Vote was unanimous in favor.**

### **Friends of Witham Oaks**

Friends of Witham Oaks is dissolving and wants to donate remaining dollars to Friends. Karen explained that when the property was for sale, the group tried to raise enough money to buy it to keep it from being developed. They didn't raise enough and the property was sold to a developer. They have tried to return the donations but some people didn't want the money back and said to give it to Parks. Charley asked if Friends can use the money for something else. Karen said yes.

**Ken made a motion to accept the money and direct it to the Witham Hills Natural Area. Charley seconded. Vote in favor was unanimous.**

### **Majestic Theatre Purchase of Refrigerator for Concessions Area**

There was a discussion on how to get the money to Jimbo to pay for this. Do we pay the seller directly? Do we reimburse the theatre? Karen said usually Jimbo places the order and then we send a check.

Olga pointed out that Kristin had a debit card in case we had to make online purchases. Ken asked where the refrigerator will be serviced if something goes wrong. Nobody had an answer for that. Ken asked if the theatre could buy the refrigerator locally, through Stover, Evey, and Jackson since they service what they sell and nothing else.

Jimbo will be a guest at the March meeting. Perhaps he can explain answers to these questions then.

There was a discussion about debit cards. It was agreed that we should have one debit card for online purchases. Karen said it could be kept in the safe at Parks and Rec for safekeeping.

Ken suggested asking the bank whose name will be on the card since it is a Friends card.

### **Parks and Rec Update**

Karen said there are no updates about MLK park. Potential donors are being identified and contacts will begin in March. The Senior Center renovation goes to planning this week.

Parks and Rec staff wants to know if Friends wants them to open mail that comes for Friends. Olga said ok to open. If it is a check, put it in the safe.

Charley mentioned that since A&S is doing bookkeeping, donors are not receiving thank yous. Kristin had been sending them out. Ken mentioned that Roberta had offered to do thank yous. Charley will check with Mary. Ken said nobody who donated since November has received a thank you. Olga said we need to figure this out with the accountant.

### **Action items:**

Get more information from the bank about debit cards.

Figure out who is going to write thank yous for donations.

The meeting was adjourned at 6:10. The next meeting will be by March 19.

Minutes submitted by Stephanie Mehlenbacher.