

ARTS & COMMUNITY EVENTS
ADVISORY COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
Wednesday, February 14, 2018

PRESENT:

Danielle Utter
Kathy Kudrna
Ginell Cooper
Council Liaison Brian Cooper

ABSENT:

Jonni Ketcher

STAFF:

Devree Leymaster, City Recorder

1. CALL TO ORDER – 6:02 PM

ROLL CALL

2. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

3. REVIEW AND ADOPT MINUTES

Vice Chair Cooper moved to adopt the January 24, 2018 minutes and Member Utter seconded. The motion passed unanimously.

5. EVENTS

a. Easter Egg Hunt – March 31, 2018

Committee reviewed the volunteer list in the January 24 minutes with Tara Geisser from Anthem Church. Decided to increase the volunteers at the flower pot station to four. Ms. Geisser would try to recruit a minimum of 25 and a maximum of 30 volunteers. Ms. Geisser will serve as the point person for the Anthem volunteers.

Committee reviewed the draft event site map. Requested the egg hunt entrance and exit be moved to the end, have separate exit and entrance areas, extend the exit, have adequate signage, and volunteers at the egresses to help facilitate children moving in and out. Also discussed setting up separate staging area lines by age groups away from the egg hunt area. Have line leaders holding signs identifying the age group. Easter Bunny and photo op bunny will be in front of the gazebo.

During discussion regarding age groups for the egg hunt, the committee decided to have four age groups as follows. Chaperones would not be allowed into the egg hunt area except for with the ages 1-2 year.

10:00 AM - Ages 1-2 (1 chaperone per child allowed)

10:30 AM - Ages 3-4

11:00 AM - Ages 5-6

11:30 AM - Ages 7-10

b. Birthday Event

Committee discussed ideas on how to celebrate Fairview's incorporation as a city (May 11, 1908). Ideas include a decoration aspect (street banners during the month of May) and hosting an event at the community center. Member Utter proposed it be an invitation event with media presence. Instead of cake, have a strawberry bar with toppings. Inquire if Townsend Farms will donate some berries. CR Leymaster will check to see which Thursday evenings are available at the community center.

6. COMMITTEE DISCUSSION ITEMS/UPDATES

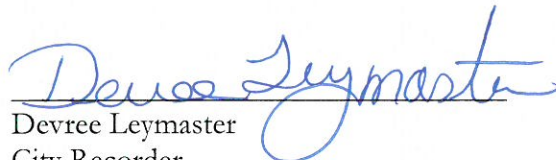
The group discussed the upcoming presentation to Council and the items they wanted to highlight. Chair Kudrna shared her priority for the committee is engagement and Vice Chair Cooper commented hers is volunteerism. Changing the name will better reflect who the group is and the work they do. The proposed name change and products of the vision work session i.e. mission statement, pillars of value, tag line, etc. will assist the committee in engaging the community, recruiting volunteers and forming satellite task groups.

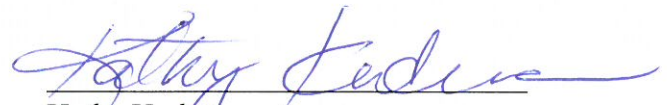
Member Utter will draft a memo to include in the council packet. She proposed sharing the information in a story format. How the group moved through the visioning process and the outcomes of the process. She will email the members her memo for individual feedback.

7. TENTATIVE AGENDA ITEMS – February 28, 2018

8. ADJOURNMENT

The meeting adjourned at 8:08 PM by consensus.


Devree Leymaster
City Recorder


Kathy Kudrna
Chair
2/28/2018
Date