



# PLAYEAST!

East County Recreation

## BOARD MEETING MINUTES

Tuesday, April 6, 2021  
6-7:30 PM  
Zoom

<p><b>BOARD PRESENT:</b> Darren Riordan, Chair Fairview City Councilor Mike Abbaté, Vice Chair Fairview Resident Scott Harden, Wood Village Resident Patricia Smith, Wood Village City Councilor Tom Miles, Wood Village Resident Dr. Danna Diaz, Reynolds School District Jenni Webber, Fairview Resident</p> <p><b>STAFF PRESENT:</b> Jairo Rios-Campos, Program Manager Nolan Young, Fairview City Administrator Greg Dirks, Wood Village City Manager</p>	<p><b>BOARD ABSENT:</b></p> <p><b>GUEST:</b></p> <p><b>STAFF ABSENT:</b></p>
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**1. Call to order:** Chair Riordan called the meeting to order at 6:04pm. Chair Riordan welcomed Webber to the group. Webber is excited to join the group and give back into the community. She mentions have children ages 19, 17 and 13, two of them attending in the Reynold School District.

**Minutes for March 2021:** Diaz moves to approve minutes, Smith seconds, and minuets pass.

**2. Easter Event Recap:** Rios-Campos thanks the board for allowing the purchase of the arts and craft for the event. Rios-Campos mention the partnership with Metropolitan Family Services (MFS) to help with the cost of arts and craft items, providing 1000 arts and crafts, 500 for each site.

Rios-Campos also mention partnering up with Friends of Baseball to provide 1000 bats and balls, 500 for each site. Also included socks, wristbands, pencils, and stickers. Friends of Baseball will also share other resources they have with local agencies.

Rios-Campos shared also partnering up with Multnomah County Health Department and the Natural Leaders Community group to provide 600 resource bags that included 5 adults and 6 youth face coverings, hand sanitizer, and a resource booklet.

Riordan thanks everyone that was involved. Thanks Rios-Campos for helping coordinate all the donations that were included in the event.



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Rios-Campos thanks the board for the support and the trust of guiding the program.

Both events were a great success.

### **3. Spring/Summer Guide:**

Rios-Campos mention the spring/summer guide is scheduled to be delivered this week to all residence in Fairview, Troutdale, and Wood Village. He mentions the guide is being printed on a higher quality paper, giving it a better finish.

Rios-Campos share the first few pages are the same as previous guides, he also mentions this would be the last guide thanking last fiscal years sponsors. Rios-Campos shared the fall guide will have the new sponsors.

Rios-Campos highlights the spring will have two session; this will help provide more opportunities for youth to participate as well as help with registration revenue. In session one there are three sports programs running and in session two there will be five additional programs art, yoga class and three addition sports programs.

Rios-Campos mentions five sports camps are scheduled for the summer, some will be full weeks, and others will be four days camps. Including full day (9am-3pm) and half day (9-noon) camps. Rios-Campos also mentions that most camps will be held at Donald Robertson Park, other will be at the Wood Village Baptist Church and he is hopeful to host some on one of the schools, depending upon district approval.

Rios-Campos also shared a new partnership with the City of Troutdale and their recreation department in providing “Pop-In Plays”. He mentions they will start small and only offer two with an opportunity to grow if the desire is there. These programs will be ran by PlayEast and Troutdale recreation staff.

Rios-Campos mention he include city events, understanding that all events are subject to change due to COVID. He has also included the program is still in need of instructors, has provided information about the fundraising event and on the last page incorporated both cities’ parks.

### **4. Fundraising Committee Update:**

Rios-Campos mention the committee would meet next Wednesday, the committee wanted to hear if the board had any concerns or ideas for the event.

Rios-Campos mentions working on finalizing testimonial videos and well as a joint video with both Mayors.

Rios-Campos also mention he has started to receiving auction items for the event. He is hopeful in receiving items from McMenamins and the Portland Trail Blazers.



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Rios-Campos mentions \$19,900.00 has been raised so far. This is not including contribution from the First Community Credit Union.

### **5. Budget:**

Rios-Campos shared the budget reflecting some updated in numbers giving staff a better projection on where they believe the program will end.

Rios-Campos highlights staff believes the program will end with a much lower overall expense then before, giving the program a bigger start of balance for next fiscal years. Rios-Campos mention the biggest decrease in revenue is projected to be registration fees.

Abbate ask for clarification on the registration revenue. Rios-Campos mentions projections are based on half the fiscal years actual activity. Rios-Campos mentions staff is hopeful with the remainder of the year variants will decrease.

Rios-Campos also mention other changes to the budget, removing the 5K as a fundraising event on the revenue side. He also highlights in expenditures increasing fundraising materials \$3000.00. Rios-Campos also mentions increasing expenditures in staff training. Rios-Campos mentions the City of Fairview will be reimburse for some of the PlayEast staff time spent on COVID-19 relief support, the program will roughly receive \$7905.00. Staff recommends using the funds and apply it to training expenses, spreading it over the course of 2-3 years of training opportunities with both local and national recreations association conferences.

Rios-Campos mentions staff increase scholarship funds with anticipation that families still will be recovering from the COVID hardship.

Riordan ask if there will be an increase in requirements for scholarship applicants or is the increase to provide more scholarship. Rios-Campos states it is to provide more scholarship unless the board directs him to require more information for scholarships. Rios-Campos mentions a 50% scholarship has still been difficult for some families so having the flexibility to be a case by case has been valuable. Rios-Campos also mentions as the fiscal year come to an end staff will have a clear picture and can adjust as needed.

Abbate agrees with an increase in the fundraising budget expenses but also mentions not all going to the actual event expenses.

Young states this is staff budget recommendation to the board. Staff is looking for boards' approval to present to both city councils.

Abbate recommends adopting budget. Miles' seconds the motion. Recommended budget pass unanimously.

Dirk states he has already added Wood Villages portion into their recommended budget and will know if Wood Village City Council approves by April 20<sup>th</sup>.



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**6. Other Items:**

Rios-Campos shared a conversation with the Portland Timbers of a potential futsal court at Donald Robertson Park.

Rios-Campos also shared an upcoming meeting with the First Community Credit Union to discuss Premier Partnership as well as the financial literacy program.

**7. Adjournment:**

Chair Riordan adjourned the meeting at 6:50pm

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Darren Riordan, Chair

9/13/2021

Date

DocuSigned by:  
  
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Jairo Rios-Campos, Program Manager

9/10/2021

Date