



C/CAB MEETING MINUTES

DATE: October 9th, 2020
Location: Via zoom
Time: 9:30 a.m.

C/CAB PRESENT: Chair Siri Bernard, Vice-Chair Marilyn Shrum, Joel Bergman, Kim Buchholz, Julie Donohue, Paul Ellison, Secretary Ben Horner-Johnson, Virginia Seitz, and Erica Thygesen.

Excused:

STAFF: Marty Hanley, Milwaukie Center, Supervisor and Rachelle Bonsi.

GUESTS: Junia Stephens, Friends of the Milwaukie Center, Director of Development

Call to Order: The Center/Community Advisory Board (C/CAB) was called to order at 9:30 a.m. by Chair, Siri Bernard.

Approval of Minutes from July 10th, 2020 – Chair, Siri Bernard asked for a motion to approve the meeting minutes from July 10th, 2020. Vice-Chair Shrum, asked for clarification on the annual campaign money received as stated within the July meeting minutes which read: Marty reported that the annual campaign brought in \$30k, an additional grant from Bob Moore from Bob’s Red Mill and another additional \$20k from a donor. Junia Stephens, Friends of the Milwaukie Center, Director of Development, clarified monies received stating that the annual campaign brought in **\$30k**, and a grant of **\$25k** from Bob Moore of Bob’s Red Mill, also an additional **\$20k** from a donor for a total of **\$75k**. With this clarification of the annual campaign monies received, the board members of the Milwaukie Center were asked to approve the July meeting minutes with the amendment. Joel Bergman made the first motion and Virginia Seitz second the motion. All were in favor and the July meeting minutes were approved with the aforementioned clarification of the annual campaign monies received.

C/CAB Member Recruitment –

Marty reported that a recruitment for C/CAB members opened for applicants on September 24th, and closed on October 8th. Public and Government Affairs received two applications, one from Ben Horner-Johnson and the other from Kim Buchholz. The C/CAB members were sent the applications of the two applicants for their review. Chair, Siri Bernard asked for a motion to approve the applications as received and forward the applications to the District Advisory Board for the Commissioners for re-election as board members. Paul Ellison made the first motion, and Erica Thygesen made the second motion. All were in favor and staff was instructed to submit applications to the district administration.

Chairperson replacement nominations -

Chair Siri Bernard requested a replacement for her position. Joel Bergman asked for a description of the Chair person duties. Marty gave a general description of which entails:

The C/CAB Bylaws :

Chair person. The chair person shall have general supervisory and directional powers over the Board. The chair person shall preside at all Board meetings, set Board agendas, and establish committees and appoint committee chair persons. The chair person shall also be an ex-officio member of all subcommittees and shall be the sole spokesperson for the Board unless this responsibility is delegated in writing.

Joel Bergman nominated Vice-Chair, Marilyn Shrum for the Chair person position, with Marilyn being present, Joel asked Marilyn if she would consider being Chair of the C/CAB. Marilyn responded that she

would accept. Marty suggest a motion to reflect an effective date of October 10th, 2020. Joel Bergman made the first motion to nominate Marilyn Shrum for Chair-person of the C/CAB with Siri Bernard as Vice-Chair and Ben Horner-Johnson as Secretary. Julie Donohue made the second motion. All members were in favor and the motion was approved.

Milwaukie Center name change:

Junia Stephens, inquired in regards to the Milwaukie Center name change and Joel replied that he would not expect any movement on this topic until after the new year of 2021. The DAB is working on revisions to their bylaws and expects to have a submittal of revisions to the BCC by October 31st. The DAB is also looking at a name revision and will be referenced as the DAC, District Advisory Committee. The board is also looking to improve representation of board members to ensure equal representation of district. The district is to be divided into five zones with two representatives per zone - four zones are in unincorporated Clackamas County and the fifth zone is the City of Milwaukie. There will also be a board seat to represent the community centers in the district, currently the Milwaukie Center is the only one.

- Joel Bergman asked that staff send C/CAB Roster to all board members.

STANDING COMMITTEES:

DAB/District update – Marty reported the District Director Scott Archer has accepted a position with City of Canby, as the Canby City Administrator, and his last day with NCPRD will be November 4, 2020. Marty will keep the C/CAB board apprised of the recruitment process for a new Parks Director.

Nutrition/Transportation/Social Services Committee – Marty reported that Abby Kennedy, Milwaukie Center staff person applied for a grant for social services and was awarded \$5k for the under 60 Meals on Wheels program. An additional grant of \$2,500 was received from American Family Insurance.

Recreation and Program Committee – Marty reported the Parks District is holding recreation classes. Ten virtual fitness classes, one writing class, and one Spanish class.

Facility and Rentals Committee – The rentals are on hold due to the State of Oregon, Governors guidelines. Kim Buchholz informed the board members that there is a difference of social gatherings (indoor) capped at 10 people and cultural, civic and church gatherings capped at 50 people for indoor and outdoor.

See the Governor’s link attached <https://govstatus.egov.com/reopening-oregon>

AD HOC COMMITTEES:

Aging Services Advisory Council – Virginia Seitz no report as the next meeting is October 12th.

Friends of the Milwaukie Center – Junia Stephens reported that the On Tap event will be a virtual event organized through Town Square Media and is hopeful that proceeds will profit in the \$5-7k range. The event will run from early August through early October. Junia also indicated that the “Donate now” button on the Friends page has led to quite a few larger donations, which she is pleased with. Junia asked the C/CAB members mark their calendars and save the date of August 28, 2021 for the Clack on Tap event. Additionally, she mentions the Housing Fair to be held virtually sometime in November/December, more information to follow. March 27th will be Italian Night out with curb side pick-up rather than an indoor sit down meal. Junia encourages the board to visit web-site to share with others and encourage others to enter drawings as she has some great gifts for these virtual on-line events.

Refresh Newsletter – Marty reported that the Newsletter is on hold during this time.

CENTER Report – Marty reported that staff are following COVID-19 protocols while in the office and some staff are working remotely. A new event for Halloween “the Boo Bash” is to be held Friday October 30th as a drive through event for Halloween. The annual Thanksgiving Day Dinner will be an order a meal on line for delivery available by the Meals on Wheels drivers/volunteer drivers.

*Marilyn asked that the CCAB recognize and thank the Oak Hills Presbyterian Church for their most recent \$700 donation. Staff replied that a card will be sent.

Adjournment: 10:30 a.m.

Next Meeting: The next C/CAB meeting is scheduled for Friday, November 13th, 2020, at 9:30 a.m.