



C/CAB MEETING MINUTES

DATE: December 11th, 2020

Location: Via zoom

Time: 9:30 a.m.

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

Excused: Kim Buchholz and Julie Donohue.

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

GUEST: Junia Stephens, Director of Development; Friends of the Milwaukie Center.

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

Approval of Minutes from November 13th, 2020 – Chair, Marilyn Shrum asked for a motion to approve the meeting minutes from November 13th, 2020 with the following edit to the *Center Director's Report*- the topic of the Concord Property/project. The project is to include community spaces, amenities, recreational opportunities, a library, and a gymnasium on the north end. Vice-Chair Bernard made the motion to approve the November 13th meeting minutes and the motion was second by Virginia. All were in favor and the motion passed, approving the minutes.

C/CAB Member Recruitment –

Chair Shrum, reported that Ben Horner-Johnson and Kim Buchholz have been approved for re-appointment to the C/CAB by the Board of County Commissioners. Staff can now move forward with recruitment of the remaining open seats on the board. There are three open seats; however, the third seat is appointed by the City of Happy Valley. After some discussion the board has determined the C/CAB Bylaws will need to be amended to address the necessary removal of a City of Happy Valley appointed board member. The C/CAB would like the bylaws to strike the required member of City of Happy Valley as they have withdrawn their participation within the North Clackamas Parks and Recreation District. Joel Bergman made the motion that the bylaws be amended to attend to the removal of Happy Valley criteria from the bylaws. Vice-Chair Bernard seconded the motion. All were in favor, none opposed.

Standing Committee Reports –

District Advisory Committee (DAC) – member, Joel Bergman, reported that the DAC is actively recruiting for board members. The committee is to resume meetings as scheduled in January of 2021.

Nutrition/Transportation/Social Services – no report given, as member, Erica Thygesen, stated that the meetings have been cancelled.

Recreation and Program Committee – Center Director, Marty reported that this committee has not been meeting. The Winter Celebration, to be held Dec. 5th was a virtual event, 100 children have registered, filling all the available spaces. The feedback was good - most enjoyed it. Chair Shrum, stated that the Clackamas Review stated that the community can reach virtual Santa through December 19th.

Facility and Rental Committee – Ben Horner-Johnson reported Facility rentals continue to be on hold; however, building maintenance continues to ensure that the building is cleaned and disinfected for the staff that are on

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site. Maintenance staff replaced the lightbulbs in the South Wing and the stage curtains are slated for replacement. Thank you to the Friends of the MC as they paid the replacement curtain cost of \$7,700.00.

AD HOC COMMITTEES:

Aging Services Advisory Council – Virginia Seitz – no report as the next meeting is December 14th.

Friends of the Milwaukie Center – Junia Stephens reported that she continues to work through the process of updating the Memorandum of Understanding (MOU) between the Friends of the Milwaukie Center and Clackamas County/BCS/NCPRD.

Junia announced that Paul Ellison was a winner within the Clackamas on Tap event and Joel Bergman was the Grand prize winner, receiving the Chinook Winds Gift package. Several invoices are still outstanding, the web site is still up but not being paid for; more than 10,000 click-throughs were logged, and the event netted approximately \$7000, half of the \$14,000 from the 2019 live event, but much better than nothing. Next year there will be 2-3 months of a virtual Clackamas on Tap before the August 28th live event.

She asks that staff and board members assist with solicitation of the Senior Housing Fair, <https://MCCSeniorFair.com> as it is proving to be profitable, in the range of \$4-6k in revenue and she would like to make this an annual on-going event with paid advertisement. Paul Ellison suggest that she vet individual advertisers and Chair Shrum suggest the Friends of the MC consider putting a disclaimer on their website. The vendors were interested in having a year-round site with a place for listings without all of information harvesting that currently exists.

Chair Shrum ask Junia for an annual campaign revenue report. Junia will have a report next meeting. Paul Ellison recommends sending another annual campaign contribution letter prior to the fourth quarter to possibly receive additional funds from businesses prior to end of quarter.

The Italian night is scheduled for March 27th. Junia needs to meet with the kitchen staff to see how the process of on-line sales and preparation went for the Thanksgiving Day Dinner and if the process can be repeated for the Italian night dinner, so that this could be a curbside pickup rather than an indoor dining event. Joel Bergman suggest that our events be a mixed hybrid bag so in the future meals can be picked up curbside or an indoor venue, should we get past COVID in the future. The cost per meal at \$15 didn't seem to detour participants. The Thanksgiving Day meal profited \$2k in net revenue.

River's East Village Community - Center Supervisor Marty sent them an email, awaiting response. The Milwaukie Center is a community partner and resource for the village, but doesn't need regular reporting. Virginia Seitz offered to get a copy of the village newsletter and share it with the C/CAB.

Refresh Newsletter – Marty reported that he will ask Melina DeFrancesco, the NCPRD Marketing Program Specialist, to attend a meeting in the near future to review any updates on the newsletter.

Center Director's Report –

Marty reported the Milwaukie Center received an additional \$60k through the CARES Act and this increased subsidized funding assisted with the increased quantity of meals which was very helpful during this pandemic, offsetting the increased demand, last year at this time the center was sending out 180 meals a day and this year the center is sending out an average of 245 meals per day. Donations have also increased which is very helpful.

Chair Shrum asked for additional funds and contributions to give to our Meals on Wheels drivers and Meals on Wheels recipients, she ask for board members to assist with additional solicitation for funds or donated items for these recipients.

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Supervisor Hanley, reported that he inquired with the NCPRD Project Manager in regards to the Bonaventure project adjacent to the Milwaukie Center and it is moving forward as they are working on an easement for a trail to access our park.

Providence Milwaukie is building 69 low cost housing units in a building near the hospital and wants to partner with the Milwaukie Center to provide services.

Meals on Wheels now up to 270 per day.

The bus retrofit is underway - one bus complete with plexi-glass shields to isolate the driver. The drivers do not like the visual and physical barrier, possibly a safety issue. The remaining three buses will remain unchanged for now.

Marty wishes the board members a happy and safe holiday.

Milwaukie Center Mission Statement:

With the Center name change, it is time to update our mission statement. Scratch out some ideas - what should be included, send them via email to menashrum@comcast.net to be voted on at the next meeting. Virginia Seitz asked to see mission statements from other places. Joel Bergman suggested that we look at places besides senior centers.

Last Call for Comments:

Joel Bergman: Good riddance 2020.

Adjournment: 10:46 a.m.

Next Meeting: The next C/CAB meeting is scheduled for Friday, January 8th, 2021, at 9:30 a.m.