



## CCAB Meeting Minutes

**Date:** January 8<sup>th</sup>, 2021  
**Location:** Via zoom  
**Time:** 9:30 a.m.

**C/CAB PRESENT:** Chair Marilyn Shrum, Vice-Chair Siri Bernard, Joel Bergman, Julie Donohue, Paul Ellison, and Secretary Ben Horner-Johnson.

**Excused:** Kim Buchholz, Erica Thygesen and Virginia Seitz.

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

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

**Call to Order:** Vice-Chair Siri Bernard called The Center/Community Advisory Board (C/CAB) to order at 9:38 a.m. as Chair Marilyn Shrum was having problems logging on via Zoom; however, she was able to join the meeting at 9:45 a.m. at which time then Vice-Chair Siri Bernard excused herself from the meeting.

**Approval of Minutes from December 11<sup>th</sup>, 2020** – Vice -Chair, Siri Bernard asked for a motion to approve the meeting minutes from December 11<sup>th</sup>, 2020. Paul Ellison made the first motion to approve and Joel second the motion. All were in favor and the motion is carried.

### **Standing Committee Reports –**

*District Advisory Committee (DAC)* – member, Joel Bergman, reported that the DAC is continuing with selection for board members to the District Advisory Committee. The committee is to resume meetings as scheduled in January, 2021; however, Joel thought that the meeting would be postponed until members are selected.

*Nutrition/Transportation/Social Services* – no report given, as member, Erica Thygesen was not in attendance; however, Marty stated that the sub- committee would not be meeting until the Milwaukie Center re-opens.

*Recreation and Program Committee* – Julie Donohue reported that this committee has not been meeting, but she was able to speak with Tina Johnson the Recreation Coordinator. Tina stated that she has 241 participants registered for classes. The classes are via zoom and in person; they include Zumba and Yoga classes. Registering for the class, space, and learning the necessary technology proves to be a challenge that has kept staff busy. Tina is also planning a drive through Chinese New Year Event on February 12th, if you would like to assist, please contact Tina.

*Facilities 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-site. Stagecraft Industries, Inc. replaced the curtains in the South Wing on the stage, thank you to the *Friends of the Milwaukie Center* as they paid the replacement curtain cost of \$7,729.00.

### **AD HOC COMMITTEES:**

**Aging Services Advisory Council** – Virginia Seitz – no report as Virginia was not in attendance.

**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. BCS has drafted the MOU and sent it to the Friends of the Milwaukie Center board for their review.

Junia announced that the Housing Fair ended 12/31/2020 and is waiting for a revenue total that she can report to the C/CAB. She also reported that the Annual campaign has seen fewer donations coming in but the donation contribution amounts received are larger. Junia stated that the Italian Night dinner will need to be moved from the slated March date to sometime in April to accommodate the kitchen staff as they prepare the meal. Junia also reported that the long running Quilt Show and Fabric Sale will not be continuing as the coordinator for these events will no longer be able to coordinate the event and Junia is unable to find assistance with these large venue events. Chair Shrum would like to meet with Junia to brainstorm event ideas at a later time, to be scheduled between the two of them.

Chair Shrum ask Junia for a revenue total for the Clack on Tap event which Junia replied that the event raised roughly \$7000 and last year's Annual campaign raised roughly \$6000. Junia thanked Marilyn for the poinsettias that were left over and sent to the Deer Field assisted living facility. She feels that this was a really great offering.

**River's East Village Community** - Center Supervisor Marty stated "no news to report".

**Refresh Newsletter** – Marty reported that Melina DeFrancesco, the NCPRD Marketing Program Specialist, to attend the February meeting and share any updates on the newsletter.

**Center Director's Report –**

Marty reported the Milwaukie Center received two \$5000 grants. One was a grant through Clackamas County for operating cost. The other was for the under-60 Meals on Wheels program, providing temporary meals for people under 60, the cut-off age for regular Meals on Wheels service.

Supervisor Hanley, reported that the Tax-Aide program offered by AARP would continue to provide tax preparation assistance, but this year it will not be in person but through a form of drop off/pick up service.

Marty and Chair Shrum agreed that the name change/mission statement and updated center magazine need to happen simultaneously with the other to be effective. Joel stated that it would be beneficial for him to present this to the DAC prior to this happening, not after the fact.

**Milwaukie Center Mission Statement:**

Chair Shrum as that those that can attend a working meeting on January 15<sup>th</sup> to attend a zoom meeting to finalize a Mission Statement.

Marty leaves meeting at 10:34 a.m.

**Last Call for Comments:**

Joel Bergman asked if staff has been vaccinated and Rachelle replied that as a whole they have not but is unsure of what each individual staff person has done.

**Adjournment:** 10:40 a.m.

**Next Meeting:** The next C/CAB meeting is scheduled for Friday, February 12<sup>th</sup>, 2021, at 9:30 a.m.