



# NORTH CLACKAMAS PARKS & RECREATION DISTRICT

Milwaukie Center

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## C/CAB Meeting Minutes

**Date:** February 12<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, Secretary Ben Horner-Johnson, Erica Thygesen, and Virginia Seitz.

**Excused:** Kim Buchholz and Julie Donohue.

**STAFF:** Marty Hanley, Milwaukie Center Supervisor, Melina DeFrancesco, Hattie MacLeod, 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 January 8<sup>th</sup>, 2021** – -Chair, Marilyn Shrum asked for a motion to approve the meeting minutes from January 8th, 2021. Paul Ellison made the first motion to approve and Vice-Chair Bernard, second the motion. All were in favor and the motion is carried.

**Refresh Newsletter** - NCPRD Marketing Program Specialist, Melina DeFrancesco, and NCPRD Graphic Designer Hattie MacLeod shared conceptual print designs for the Milwaukie Community Center Connection. This printed “Connection” will be printed 6 times per year and give direct relational information per NCPRD events, classes, and the daily activities of the Milwaukie Center. Chair Shrum ask that the cover page photo directly link to a Milwaukie Center event. Hattie concurred. Paul Ellison asked that the non-discriminatory statement and photo policy be moved to back page. Melina and Hattie both agreed that all text can be moved as print material allows. Joel Berman asked that all links within the “Connection” be live hyperlinks to provide ease and access for patrons. Chair Shrum also asked that there be ample space for recognizing donors.

### **Standing Committee Reports –**

*District Advisory Committee (DAC)* – member, Joel Bergman, reported that the DAC has not yet reformed. A slated policy session will be held in March or Early April. Joel will ensure that Milwaukie Center name change be added to the DAC agenda. Chair Shrum inquired about the Concord property; Marty replied that at a minimum it could be three years before the opening of the Concord School property.

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

*Recreation and Program Committee* – Julie Donohue is ill today; therefore, Marty gave a quick report of the Chinese/Lunar Year celebration to be held February 19<sup>th</sup>. The celebration already has 150 tickets pre-sold at \$10 each.

*Facilities and Rental Committee* – Ben Horner–Johnson reported Facility rentals continue to be on hold; however, general building maintenance continues and Marty reported that the A-frame and Rose Garden will be available for summer rentals. The first rentals would probably be to the churches that met at the Center.

**AD HOC COMMITTEES:**

**Aging Services Advisory Council** – Virginia Seitz – Virginia reported the area plan updates are on the agenda, reviewing 16 plans at county, state, and federal levels. The health committee reported that there have been problems getting COVID-19 vaccines into some of the rural foster homes as the people running them are under the impression that the COVID-19 pandemic is a hoax and are reluctant to receive the COVID-19 vaccine.

**Friends of the Milwaukie Center** – Junia Stephens reported that the Clackamas on Tap profit was \$5,048, the Housing Fair generated \$4,800 and the Friends Annual Appeal has netted \$10,000 so far. Junia is working to finalize the date of April 24th for the Italian Night with the kitchen staff. This will be a virtual Italian Night with tickets online and will be offering a curbside pickup. She is also offering a raffle at \$50 per raffle ticket. Clackamas On Tap 2021 is in six months and the board is deciding among three options: virtual only, a smaller open event, or a pre-sold event for 200 people at \$50/ticket with fewer vendors and one band - each group of people gets its own table and canopy, with 2 drinks and food. Chair Shrum brought up two items: the Friends and the Center each contributed \$1200 for the 4-page printed Milwaukie Center update mailer, and adding a disclaimer about financial advice if the Housing Fair is online next year and has a reverse mortgage company as a major sponsor (as this year did).

**River’s East Village Community** - Center Supervisor Marty stated “no news to report”.

**Center Director’s Report –**

Marty reported the NCPRD Director position is to be advertised in approximately one month. The C/ CAB board vacancies will be advertised soon, so please share with anyone that you may know that might be interested in holding a board position. The Center’s Chinese New Year celebration (virtual, with meal for pick-up) will be held February 19th. March for Meals is coming soon. The Tax Aide program run by AARP (drop off/pick up forms at the Center) is “super popular” as most of the other centers are not running it this year.

**Milwaukie Center Mission Statement:**

Chair Shrum stated that the Mission Statement needs to be finalized.

**Adjournment:** 11:12 a.m.

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