



Milwaukie Community Center Advisory Board Meeting

AGENDA – July 14th, 2023 – 9:30 a.m.

LOCATION: The Salal Room

- I. **Call to Order** Chair, Wilda Parks
- II. **Minutes approval from 06/21/2023** Chair, Wilda Parks
- III. **Action Items**
 - a. **Agenda Modifications to stream line discussion items.**
- IV. **Guests:** Junia Stephens, Director of Development, MCC Foundation
- V. **Public comment** The Chair of the Milwaukie Community Center Advisory Board (MCCAB) will call for statements from citizens regarding issues relating to MCCAB. It is the intention that this portion of the agenda shall be limited to items that need to be discussed by the MCCAB to conduct their MCCAB business. Comments shall be respectful and courteous to all.
- VI. **Standing Committee Reports:**

District Advisory Committee (DAC)	Joel Bergman
Recreation and Program Committee	Tina Johnson/Sarah Kreiter
Facility and Rental Committee	Ben Horner-Johnson
Nutrition, Transportation and Social Services	Jamie Davie

Ad Hoc Committee Reports:

Aging Services Advisory Council	Virginia Seitz
Milwaukie Community Center Foundation	Junia Stephens
MCC Connection	Rachelle Bonsi/Junia Stephens
- VII. **MCC Report** Rachelle Bonsi
- VIII. **MCC Awareness Campaign**
 - Community Center Enhancement –Mural Wilda Parks
 - Marketing Rachelle Bonsi
 - Attendance at community & county boards Joel/Mark/Rachelle Bonsi

Good of the Order Adjournment

Next meeting is August 11th, 2023.



**NORTH CLACKAMAS
PARKS & RECREATION DISTRICT**

Milwaukie Center

5440 S.E. Kellogg Creek Drive
Milwaukie, OR 97222
503.653.8100 phone 503.794.8016 fax
ncprd.com

Date: June 21, 2023
Location: Milwaukie Community Center
Time: 9:30 a.m.

MCCAB Members Present: Chair, Marilyn Shrum, Vice-Chair, Wilda Parks, Secretary, Ben Horner-Johnson, Joel Bergman, Mark Elliot, Paul Ellison, Rebecca Hollenbeck, Virginia Seitz, Julie Donohue and Jessica Wright.

Excused:

STAFF: Marty Hanley and Rachele Bonsi.

GUEST: no guest in attendance.

Call to Order: Chair, Marilyn Shrum called The Milwaukie Community Center/Advisory Board (MCCAB) to order at 9:34 a.m. A quorum was present.

Approval of Minutes from May 12, 2023– The board collectively reviewed the meeting minutes. Chair Shrum asked for a motion to approve the May 12th, 2023 meeting minutes. Paul Ellison made the motion to approve the meeting minutes as prepared. Virginia Seitz second the motion. All were in favor and the motion carried, approving the meeting minutes.

Board Officer Nominations:

Elections for Chair, Vice-Chair and Secretary.

Nominations for Chair: Wilda Parks nominated Marilyn for Chair. Marilyn Shrum nominated Wilda Parks for Chair.

Voting Outcome: MCCAB members voted for Wilda Parks to serve as Chair.

Nominations for Vice-Chair: Julie Donohue nominated Wilda Parks for Vice-Chair. Wilda Parks nominated Paul Ellison. Voting Outcome: MCCAB members voted for Paul Ellison to serve as Vice Chair. No MCCAB members were opposed.

Nominations for Secretary. Joel Bergman nominated Ben Horner-Johnson for Secretary. MCCAB members voted for Ben Horner-Johnson to serve as Secretary. No MCCAB members were opposed to Ben Horner-Johnson serving as Secretary.

Adjournment: 9:54 a.m.

Next Meeting: The next MCCAB meeting is scheduled for July 14th, 2023 at 9:30 a.m.

North Clackamas Parks and Recreation District
Milwaukie Community Center Advisory Board
BYLAWS

Article I. Name

The name of this board is the Milwaukie Community Center Advisory Board (MCCAB)

Article II. Purpose, Authority, and Duties

- A. The purpose of this Board is to be the primary policy advisor with regards to the Activities and operations of the Milwaukie Community Center. The Board will advise the North Clackamas Parks and Recreation District (NCPRD), Milwaukie City Council, Board of County Commissioners (BCC) and Milwaukie Center staff regarding Milwaukie Center needs.
- B. The MCCAB was established in the August 20, 1992 Intergovernmental Agreement between North Clackamas Parks and Recreation District and the City of Milwaukie.
- C. The MCCAB's duties include addressing the programs and facilities of the Milwaukie Center concentrating on the problems, desires and needs of the seniors, adults and youth within the boundaries of NCPRD; making decisions regarding capital improvements, programs, maintenance, and operation policies to be approved by the Milwaukie City Council (deed holders to the property and facilities) and/or the NCPRD Board.
- D. During the annual budget process, the MCCAB will provide budget recommendations for the operation and maintenance of the Milwaukie Center, and in addition, the MCCAB will identify and prioritize capital projects and provide project recommendations to the NCPRD Board. The recommendations for maintenance and operations, and capital improvements shall be reviewed by the NCPRD Board, who will then forward their recommendations to the NCPRD Budget Committee. The NCPRD Budget Committee will then submit recommendations to the BCC for the final decision.

Article III. Membership

- A. The MCCAB shall consist of eleven members.
- B. Of the eleven MCCAB members, there will be representation of one member appointed by the City of Milwaukie. The MCCAB and NCPRD Board agree to recommend to the BCC for approval the individual nominated by the City of Milwaukie city council to fill the City representative seat. The BCC agrees to appoint the individual nominated by the city council unless there is good cause for rejecting the nomination.

- C. All MCCAB applications for any at-large board positions may be made directly to the MCCAB. The MCCAB members will be recommended by the MCCAB and NCPRD Board and appointed by the BCC. Members must either live or work within the District boundaries. If eligibility of a board member changes during the term, the member may choose to finish their term. No member may be a NCPRD employee, City of Milwaukie officer, agent or employee.
- D. Terms are for a period of three years. Board terms will be staggered with terms ending in October of each year. Board members shall serve no more than two consecutive full terms. The body which appointed a particular MCCAB member may waive this limitation if it is in the public interest to do so.
- E. Vacancies are filled in the same manner as the original appointments and for the unexpired term of the vacant position.
- F. Upon failure of any member to attend two consecutive meetings without a valid excused absence, the MCCAB may recommend termination of that appointment to the governing body which made the appointment, and that governing body may remove the incumbent from the Board and declare the position vacant to be filled in the manner of a regular appointment. A valid excused absence requires that the MCCAB member notify a MCCAB officer or Milwaukie Center staff prior to the meeting to be missed except for the case of an emergency.
- G. All MCCAB members shall serve without compensation.

Article IV. Officers and Staffing

- A. Officers. The officers consist of a chair person, vice chairperson, and secretary who shall be selected by the MCCAB membership by simple majority vote and who shall serve at the pleasure of the membership for one year. Elections shall be held yearly in June. Officers may be re-elected.
- B. 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.
- C. Vice Chair person. The vice chair person shall execute all powers of the chair person in the absence of the chair person as well as the secretary in the absence of the secretary.

- D. Secretary. The secretary shall keep records of all Board meetings, correspondence, and related documents.
- E. Temporary Appointments. The chair person may fill a vacancy in any office by a temporary appointment not to exceed two regular meetings. An election by the MCCAB must be held by the third meeting to fill the vacancy and that member so elected shall serve for the remainder of the term of that office.

Article V. Organizational Procedures

- A. The MCCAB shall meet at least once each month (a “regular meeting”). All members shall be subject to the requirements of the Oregon Public Meetings Law and Public Record Law.
- B. Special meetings may be called by any two officers. Only business specified in the agenda for the special meeting may be considered.
- C. Fifty-one percent of the voting membership of the MCCAB shall constitute a quorum. The concurrence of a majority of the MCCAB members present shall be required to decide any matter.
- D. Bylaws may be amended at any regular MCCAB meeting providing written notice of the proposed amendment is submitted at a prior, regular meeting. In order to be effective such amendments must also first be approved by the NCPRD Board. No amendment shall be effective until it is approved by the BCC.
- E. The parliamentary authority for this board is *Robert’s Rules of Order Revised* except where superseded by these bylaws or local, state or federal laws.

Adopted 8/9/96 by Center/Community Advisory Board Adopted 9/3/96 by City of

Milwaukie City Council Adopted 8/29/96 by District Parks Advisory Board

Revised and adopted 2/13/09 by Center/Community Advisory Board

Adopted 3/09 by the District Parks Advisory Board

Revised and adopted 6/13/14 by Milwaukie Center/Community Advisory Board

Revised October 8, 2021 by Milwaukie Community Center Advisory Board

Approved revisions 02/11/2022 by Milwaukie Community Center Advisory Board

MILWAUKIE COMMUNITY CENTER ADVISORY BOARD

MEMBERSHIP ROSTER

Position	Term Expires	Position	Term Expires
City of Milwaukie Appointment		Position 7	12/06/2025
Position 1- CHAIR	10/31/2023	Rebecca Hollenbeck	
Wilda Parks		5843 SE Skyhigh Ct.	
6605 SE Hemlock Street		Milwaukie, OR 97267	
Milwaukie, OR 97222		Jacsmom97@yahoo.com	(503) 902-8035
Wilda37@comcast.net	503-957-9093		
Position 2	11/22/2025		
Mark Elliott			
3238 SE Riesling Street			
Oak Grove, OR 97267			
markport@hotmail.com	(971) 212-7848	Position 8	1/11/2025
		Jessica Wright	
Position 3	10/30/2023	5111 SE Glen Echo Avenue	Sub Area 1
Ben-Horner-Johnson, SECRETARY	Sub Area 5	Milwaukie, OR 97267	
12074 SE 37 th Avenue		wrijhjes@ohsu.edu	(503) 327-6960
Milwaukie, OR 97222			
bchornerjohnson@netscape.net	(503) 969-6762	Position 9	
			Sub Area 2
Position 4	10/30/2024		
Julie Donohue	Sub Area 5		
4532 SE Howe Lane			
Milwaukie, OR 97222	(503) 679-8716		
Juls.donohue.70@gmail.com		Position 10	10/30/2024
		Virginia Seitz	Sub Area 5
Position 5	10/30/2024	4591 SE Logus Road	
Marilyn Shrum,	Sub Area 4	Milwaukie, OR 97222	
10306 SE Bristol Court		Virginiaseitz84@yahoo.com	(503) 348-9207
Happy Valley, OR 97086			
menashrum@comcast.net	(503) 772-1011	Position 11	12/06/2025
		Paul Ellison, CHAIRPERSON	Sub Area 1
Position 6	12/06/2025	15765 SE Kaslin Way	
Joel Bergman	Sub Area 5	Milwaukie, OR 97267	
11757 SE 63rd		Elli55py@msc.com	(503) 351-8969
Milwaukie, OR 97222			
jwbpx@hotmail.com	(503) 869-6530		

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