



**Festivals Advisory Board  
Meeting Minutes  
Monday, October 23, 2017 at 6:00 p.m.  
Keizer Civic Center**

**CALL TO ORDER** ~ Chair Marlene Parsons called the meeting to order at 6:00 p.m.

**Present:**

Marlene Parsons, Councilor, Chair  
Sherrie Gottfried  
Laura Reid, Councilor  
Donna Bradley, Parks Board  
Carlos Soto, Chamber Representative  
Jeremy Turner, Citizen at Large

**Absent:**

Bob Shackelford, Citizen at Large, Vice  
Chair

**Staff Attending:**

Debbie Lockhart, Deputy City Recorder

**APPROVAL OF MINUTES:** Donna Bradley moved for approval of the July 2017 Minutes. Sherrie Gottfried seconded. Motion passed as follows: Parsons, Gottfried, Reid, Turner and Bradley in favor with Soto abstaining and Shackelford absent.

**APPEARANCE OF INTERESTED CITIZENS** - None

**NEW/OLD BUSINESS**

- **2017 Total Eclipse Debriefing:** Chair Parsons commended Keizer citizens for making the visitors feel welcome noting that many countries and states were represented. She thanked Tom Thiele and his wife and sons for donating their quads during the event, David Loudon and Allen Barker for their efforts in staking the camping area, and Sherrie Gottfried for her start-up efforts. She reported that a neighbor built showers and charged \$10 with half of the proceeds going to the Boys and Girls Club.

Donna Bradley reported that the Parks Foundation grossed \$45,000 and netted \$31,000. The money will be kept in the Foundation to fund matching grants that will be available on the Foundation website: [www.keizerparksfoundation.org](http://www.keizerparksfoundation.org). She thanked all the hardworking volunteers including City staff.

- **Holiday Event Planning:** Carlos Soto reviewed Chamber events noting that details are on the Chamber website. He noted that this year runners in the Jingle Dash will have lighted necklaces to identify themselves and race participants. Lyndon Zaitz provided details about the Heritage Christmas event. Members discussed and edited the event list.

- ***Determine Frequency of Meetings:*** Members agreed by consensus to meet quarterly starting January 2018.

**OTHER BUSINESS:** Discussion took place regarding being part of events that come to the area, increasing landscaping requirements for businesses to improve the look of River Road and entice new businesses into the area, advertising special events on area business signs, and placing a reader board at the focal point.

**ADJOURNMENT:** Meeting adjourned at 6:47 p.m.

***Next Meeting: January 22, 2018***

*Minutes approved:* 1-22-18