

MINUTES
Volunteer Coordinating Committee
Wednesday, September 29, 2004
Keizer City Hall

Kim Beesley, Chair of the Volunteer Coordinating Committee called the meeting to order at 6:31 p.m. In attendance were:

Members:

Kim Beesley
Cathy Clark
Hanteng Dai
Jerry McGee
Troy Nichols
Bill Quinn
Judy Smith – Council Liaison
Shannon Johnson – City Attorney
Tracy Davis – Staff Liaison

Absent:

John Doneth

APPROVAL OF MINUTES

Jerry McGee moved for approval of the August 5, 2004 Volunteer Coordinating Committee minutes. Bill Quinn seconded the Motion.

The Motion passed unanimously by all members present.

BUDGET COMMITTEE APPOINTMENTS

Hanteng Dai removed himself from the Committee in order to participate as an applicant for the Budget Committee.

Chair Beesley reported on August 30th, 2004 the terms of Carl Beach and Mark Atwood expired on the Keizer Budget Committee. A press release was issued and two volunteer applications were received. In addition, Hanteng Dai submitted an email stating he continued to be interested in being appointed to this Committee. After a review of the Volunteer Coordinating Committee process for appointments, it was determined that Mr. Dai's application should be considered since it had been on file for less than one year, even though his announcement of interest came after the filing deadline.

Bill Quinn moved to bring forth the names of all of the applicants (Carl Beach, Nick Marshall and Hanteng Dai) for consideration. Jerry McGee seconded the Motion.

The Motion passed unanimously by those members present.

Chair Beesley announced that applicant Carl Beach was unable to attend the meeting due to a conflict.

Nick Marshall and Hanteng Dai each gave their oral presentations to the Committee.

The committee each voted for two individuals to fill the vacancies on the Keizer Budget Committee. The vote was as follows:

	K. Beesley	C. Clark	J. McGee	T. Nichols	B. Quinn
Beach	X	X		X	
Dai		X	X	X	X
Marshall	X		X		X

The tally was:

- Beach– 3 votes
- Dai – 4 votes
- Marshall – 3 votes

Chair Beesley announced that due to a tie between applicants Beach and Marshall, a second vote would take place.

Jerry McGee moved to recommend the appointment of Hanteng Dai to fill a vacancy on the Keizer Budget Committee. Cathy Clark seconded the Motion.

The Motion passed unanimously by those members present.

Hanteng Dai returned to the table and announced he would participate in the second vote.

A second vote resulted as follows:

	K. Beesley	C. Clark	H. Dai	J. McGee	T. Nichols	B. Quinn
Beach		X			X	
Marshall	X		X	X		X

The tally was:

- Beach– 2 votes
- Marshall – 4 votes

Jerry McGee moved to recommend the appointment of Nick Marshall to fill a vacancy on the Keizer Budget Committee. Bill Quinn seconded the Motion.

PLANNING COMMISSION APPOINTMENTS

Chair Beesley reported that on September 30th the terms of Holly Braun, Ross Day, and Mike Hart expired on the Planning Commission. A press release was issued and four applications were received.

Shannon Johnson, City Attorney noted the application submitted by Alex Plantenga may be in conflict with the Ordinance in regards to his occupation. A letter was sent to Mr. Plantenga outlining the potential occupation conflict. In addition, Mr. Johnson announced that a letter was received just prior to the meeting from Mr. Day's attorney withdrawing his application for consideration for the appointment.

Jerry McGee moved to bring forth the names of Holly Braun and Thomas Wood for consideration. Bill Quinn seconded the Motion.

The Motion passed unanimously by those members present.

Holly Braun and Thomas Wood each gave their oral presentations to the Committee.

Troy Nichols moved to recommend the appointment of Holly Braun and Thomas Wood to fill the vacancies on the Traffic Safety Commission. Bill Quinn seconded the Motion.

The Motion passed unanimously by those members present.

The Committee directed staff to issue an additional press release requesting interested volunteers to submit applications for the remaining vacancy on the Planning Commission.

TRAFFIC SAFETY COMMISSION APPOINTMENT

Chair Beesley noted that in June 2004, Debbie Schneekloth submitted her resignation from her position on the Traffic Safety Commission. A press release announcing the vacancy was issued and one application was received.

Jerry McGee moved to bring forth the name of Chris Arnett for consideration. Bill Quinn seconded the Motion.

The Motion passed unanimously by those members present.

Chris Arnett presented his background and qualifications to the Committee.

Jerry McGee moved to recommend the appointment of Chris Arnett to fill the vacancy on the Traffic Safety Commission. Bill Quinn seconded the Motion.

The Motion passed unanimously by those members present.

KEIZER POINTS OF INTEREST COMMITTEE

Tracy Davis, Staff Liaison reported a letter was sent to Janet Porter to have her complete a volunteer application for an appointment to the Keizer Points of Interest Committee. The application has not been received as of this date. Jerry McGee, Chair of the Keizer Points of Interest Committee noted he also had difficulty contacting Ms. Porter in regards to her representation of the Keizer Chamber of Commerce on the Committee.

The Committee directed staff to contact the Chamber in regards to Ms. Porter's appointment to this Committee.

OTHER BUSINESS

Regarding the volunteer recognition, Chair Beesley pointed out the process used last year received a positive response. She suggested following the same process again this year. However it was noted that National Volunteer week falls in April, therefore the recognition should coincide. The Committee directed staff to verify the date of National Volunteer week and to also contact the Keizertimes for possible publication at this time of all of the volunteer names.

Bill Quinn pointed out the lack of volunteer interest in submitting applications for the Keizer Bikeways Committee. It was noted that an application has been received and will be reviewed at the next Committee meeting.

NEXT MEETING DATE

Chair Beesley announced the next meeting of the Volunteer Coordinating Committee will be on October 27, 2004 at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 7:40 p.m.

A handwritten signature in black ink, appearing to read "Tracy L. Davis", written over a horizontal line.

Tracy L. Davis, CMC
City Recorder/Staff Liaison

Troy Nichols

Budget Committee

1

- Working Day

- Carl Beach

1/8/08/11/08

Budget

1. Nick Marshall
2. Carl Beach

Kim Busby

Mick
Dad

J.M.C.

Budget

Cathy Clark

Carl Beach X

Harting Dai X

Nick Marshall —

Hanteng Dai
Nick Marshall

Bill Dorin

Nick
Marshall

Bill Davis

Kim Beery

Nick Marshall

~~Mark~~
Mark

JMC

H. Dai

Nick

Budget

Cathy
Clark

Carl Beach X

Nick Marshall

2nd
Vote
9-29-04

Troy Nichols

Budget Committee

- Carl Beach

2