



**Keizer Festivals & Events Services Team (K-FEST)  
Meeting Minutes  
Monday, September 22, 2014 at 6:00 p.m.  
Keizer Civic Center**

**CALL TO ORDER** ~ Chair Marlene Quinn called the meeting to order at 6:00 pm.

**Present:**

Amy Ripp  
Shelly Paddock, Chamber  
Marlene Quinn, Councilor  
Cathy Clark, Councilor  
David Loudon, Parks Board  
Jeff Lewis

**Absent:**

Sherrie Gottfried, Vice Chair

**Staff Attending:**

Debbie Lockhart, Deputy City Recorder

**APPROVAL OF MINUTES:** David Loudon moved for approval of the July 28 and August 18 Minutes. Cathy Clark seconded. Motion passed as follows: (7/28) Ripp, Paddock, Quinn and Clark in favor with Loudon and Lewis abstaining and Gottfried absent; (8/18) Quinn, Ripp and Clark in favor with Paddock, Loudon and Lewis abstaining and Gottfried absent.

**APPEARANCE OF INTERESTED CITIZENS:**

*Paul Ballek, Keizer Lions Club*, asked that the Lions Club be kept informed of any changes in the location of the Iris Festival. He noted that last year the Lions Club did not know what was going on, vendors did not like the location of their booths, parking and dust was bad and the general information booth was not in a good location. He asked to be included in meetings so that he could provide input and relay information to the club membership.

*Christine Dieker, Keizer Chamber of Commerce*, voiced concern that the K-FEST members were reaching out to places in Keizer not affiliated with the Chamber to host the Iris Festival. She explained that the Chamber was meeting with the Lions Club on October 1 and it is the intent of the Chamber to build a relationship with them and develop a long term agreement with improvement to the area so that the Iris Festival could be held in that location for an extended period of time. Ms. Dieker asked that names of complainants along with the complaints be funneled to her so that she can follow up. She reminded the committee that 2014 was the first year at the location and problems would be addressed so that the festival will get better every year. Ms. Dieker noted that the Iris Festival Committee has a representative from the City on it as well as

one from the Police, and suggested that perhaps someone from K-FEST would be willing to serve as a liaison so that communication lines are kept open. She added that the committee worked with the Elks and Lions for the first time and expects to continue working with them to make the 2015 Festival even better. She noted that the area is in need of improvement and she is hoping the festival will help to bring that about and she urged the committee members not to contact anyone about the festival, but to let the Chamber do that. She urged K-FEST to find a way to get Keizer community entities such as the Fire District, Parks Foundation and sports groups to sponsor booths.

Cathy Clark urged Ms. Dieker to identify specific improvements/projects for that area and bring them to her so that she could bring them to the attention of the Keizer Economic Development Commission.

Marlene Quinn moved to appoint Shelly Paddock as the K-FEST representative on the Iris Festival Committee. Amy Ripp seconded. Motion passed unanimously as follows: Quinn, Ripp, Clark, Paddock, Loudon and Lewis in favor with Gottfried absent.

Ms. Paddock was instructed to have an oral report for K-FEST at the meetings and to send e-mail updates to the members during the months when they don't meet.

#### **NEW BUSINESS – 2015 Work Plan**

- 1. Collaboration on Iris Festival:** K-FEST Liaison to keep Team informed
- 2. Event Calendar:** Work with David Dahle on his site calendar.
- 3. Band Selection:** Jeff Lewis will remind Clint Holland of Band Selection deadlines.
- 4. Community Center:** Event Coordinator invited to meetings.
- 5. Planning Meetings:** K-FEST representative to attend to keep Team informed.

**ADJOURNMENT:** Meeting adjourned at 7:07 p.m.

***Next Meeting: November 24, 2014***

*Minutes approved:* 11-24-14