

# **MINUTES**

## **Volunteer Coordinating Committee**

**Thursday, September 14, 2006**

**Robert L. Simon Council Chambers - Keizer City Hall**

Jerry McGee, Vice-Chair of the Volunteer Coordinating Committee called the meeting to order at 6:30 p.m. In attendance were:

### **Members:**

Cathy Clark

David Fifer

Debbie Lowery

Jerry McGee

Bill Quinn

Brian Stephen

Lore Christopher – Council Liaison (arrived at 7:05 p.m.)

Tracy Davis – Staff Liaison

### **Absent**

Kim Beesley

## **PUBLIC TESTIMONY**

There was no public testimony to come before the Committee.

## **APPROVAL OF MINUTES**

Bill Quinn moved for approval of the May 11, 2006 Volunteer Coordinating Committee minutes. Brian Stephen seconded the Motion.

The Motion passed 6-0-1 with Kim Beesley absent.

## **COMMITTEE APPOINTMENTS**

### **KEIZER BUDGET COMMITTEE**

Vice-Chair McGee announced on August 31<sup>st</sup> the terms of Cathy Clark and Donna Bradley expired on the Keizer Budget Committee. A press release was issued and applications were received. Mr. McGee reviewed the appointment process for the applicants in attendance.

Cathy Clark requested her volunteer application for reappointment to the Keizer Budget Committee be withdrawn due to her uncontested race for a City Council position.

Bill Quinn moved to accept the withdrawal of Cathy Clark's volunteer application.  
Brian Stephen seconded the Motion.

Vice-Chair McGee announced a request was received from Leza Ramirez to withdraw her application from consideration due to medical issues.

The Motion passed 6-0-1 with Kim Beesley absent.

Bill Quinn pointed out he submitted an application for consideration of appointment to the Budget Committee and would be removing himself from the Committee discussion and voting.

Brian Stephen moved to bring forth the names of Donna Bradley, Bill Quinn, and David Lapof for consideration for appointment to the Keizer Budget Committee.  
David Fifer seconded the Motion.

The Motion passed 5-0-1-1 with Kim Beesley absent and Bill Quinn abstaining.

Oral presentations were made by David Lapof and Bill Quinn.

The Committee used a written ballot to vote for two individuals to fill the vacancies on the Keizer Budget Committee. The following votes were tabulated:

|         | B Stephen | D.<br>Fifer | D.<br>Lowery | J.<br>McGee | C.<br>Clark |
|---------|-----------|-------------|--------------|-------------|-------------|
| Bradley |           | X           | X            |             | X           |
| Lapof   | X         | X           |              | X           | X           |
| Quinn   | X         |             | X            | X           |             |

The tally was:

- > Bradley – 3 votes
- > Lapof – 4 votes
- > Quinn – 3 votes

Vice-Chair McGee announced there would be a second ballot to break the tie between applicants Bradley and Quinn. The following votes were tabulated:

|         | B Stephen | D.<br>Fifer | D.<br>Lowery | J.<br>McGee | C.<br>Clark |
|---------|-----------|-------------|--------------|-------------|-------------|
| Bradley |           | X           | X            |             | X           |
| Quinn   | X         |             |              | X           |             |

The tally was:

- > Bradley – 3 votes
- > Quinn – 2 votes

David Fifer moved to recommend the appointments of David Lapof and Donna Bradley to the Keizer Budget Committee. Cathy Clark seconded the Motion.

The Motion passed 5-0-1-1 with Kim Beesley absent and Bill Quinn abstaining.

## **PLANNING COMMISSION**

Vice-Chair McGee announced on September 30<sup>th</sup> the terms of Mike Smith and Jack Lowery will expire. Mr. Smith has completed two three-year terms and therefore is not eligible to be reconsidered for appointment. Mr. Lowery has notified staff he does not wish to be considered for reappointment. A press release was issued and applications have been received.

Applicant, David Lapof requested his application be withdrawn from consideration due to his earlier appointment to the Budget Committee. Vice-Chair McGee also reminded the Committee to disregard the application of Leza Ramirez as indicated earlier.

Brian Stephen moved to bring forth the names of Rich Duncan, Martin Matiskainen, and Craig Prins for consideration for appointment to the Planning Commission.

The Motion passed 6-0-1 with Kim Beesley absent.

Oral presentations were made by Martin Matiskainen and Craig Prins.

The Committee used a written ballot to vote for two individuals to fill the vacancies on the Keizer Planning Commission. The following votes were tabulated:

|             | B.<br>Stephen | D.<br>Fifer | D.<br>Lowery | J.<br>McGee | C.<br>Clark | B.<br>Quinn |
|-------------|---------------|-------------|--------------|-------------|-------------|-------------|
| Duncan      |               |             |              |             |             |             |
| Matiskainen | X             | X           | X            | X           | X           | X           |
| Prins       | X             | X           | X            | X           | X           | X           |

The tally was:

- > Duncan – 0 votes
- > Matiskainen – 6 votes
- > Prins – 6 votes

Bill Quinn moved to recommend the appointment of Martin Matiskainen and Craig Prins to the Planning Commission. David Fifer seconded the Motion.

The Motion passed 6-0-1 with Kim Beesley absent.

### **VOLUNTEER RECOGNITION**

The Committee reviewed two nominations for Volunteer of the Quarter – Third Quarter 2006.

Bill Quinn moved to select Vickie Hilgemann as the recipient of the Volunteer of the Quarter Award for Third Quarter 2006. David Fifer seconded the Motion.

The Motion passed 6-0-1 with Kim Beesley absent.

The Committee discussed the newly implemented youth volunteer award program. To date, no youth nominations have been received. The Committee discussed avenues for advertising the youth recognition award. With a new school year just starting, it was suggested that a letter be sent to the principals of the schools to remind them of the program.

Cathy Clark mentioned a recent event in which two Keizer Police cadets assisted a family in need. However, she was unaware of the age of the cadets and if they would be viable applicants for the youth award. Staff will request ages of the cadets and inform the Committee. Further discussion on the youth awards will be delayed until the next meeting.

### **OTHER BUSINESS**

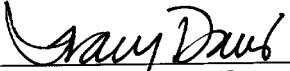
There was no further business to come before the Committee.

### **NEXT MEETING DATE**

The next meeting of the Volunteer Coordinating Committee will be on October 12, 2006 at 6:30 p.m., if necessary.

### **ADJOURNMENT**

The meeting was adjourned at 7:56 p.m.

  
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Tracy L. Davis, MMC  
City Recorder/Staff Liaison