

MINUTES

VOLUNTEER COORDINATING COMMITTEE

Wednesday, September 11, 1991

Library (Conference Room)

Keizer City Hall

The meeting of the Volunteer Coordinating Committee was called to order at 7:07 p.m. Those in attendance were JOANNE BEILKE, Chair, RAY BOUCHER, MARK CAILLIER, MIKE GAYNOR, RUTH GILBERT, and LYDIA MUNIZ. YVONNE FISCHER was absent. Also in attendance was Staff Support Sue Darby.

Mr. Gaynor moved to approve the August 21, 1991 minutes as presented. Mr. Boucher seconded the motion. The motion passed unanimously.

Ms. Gilbert reported that the City of Coos Bay has a comprehensive recognition program including an annual reception, letters of appreciation from the Mayor, department heads or volunteer coordinator, photo displays, name tags/city pins, banners, and recognition in the newspaper. Ms. Beilke asked the subcommittee to study the options and come back with estimated costs of its recommended program.

Ms. Muniz reported that there were 30 original applicants for the Police Advisory Committee. Twenty-two of the supplemental applications were returned, however, several of those have since dropped out of consideration, leaving a total of 17 applicants. Mr. Caillier explained the supplemental application form. Ms. Beilke indicated that she would like to have the full committee conduct the interviews and to select seven finalists to recommend for appointment to the City Council. She stressed that the applicants need to be cognizant of the time commitment necessary for this committee. The committee set the interview schedule for Monday and Tuesday, September 23-24, 1991.

Ms. Beilke reported that she and Ms. Darby are still collecting information from the departments with respect to volunteer inventories.

The committee reviewed and approved the proposed Volunteer Application form. The need to establish a procedure for filling vacancies will also need to be addressed. Ms. Beilke and Ms. Darby will compose a press release for the newspapers in an effort to solicit volunteers for the Parks Committee and Charter Review Committee.

With respect to the Police Advisory Committee interviews, the committee discussed the questions to be asked of the applicants. The committee concluded that the Police Advisory Committee positions would be staggered for two and three years.

The meeting adjourned at 8:20 p.m.

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