

MINUTES

Volunteer Coordinating Committee Tuesday, July 22, 1997 Keizer City Hall Mayor's Office

The meeting of the Keizer Volunteer Coordinating Committee was called to order by Chair Anne Rasmus at 6:00 p.m. In attendance were:

Anne Rasmus, Chair
Lois Anderson
Mike Hart
Jacque Moir
Jerry McGee, Council Liaison
Tracy L. Davis, Staff Liaison

Absent:

Kim Carter
Jim Nightengale
(position #2)

Anne Rasmus, Chair introduced the two new members of the committee; Jacque Moir and Mike Hart. Each presented a brief explanation of their past and present volunteer experiences. In addition, the vacancy in position number two on the committee should be filled by the next meeting.

APPROVAL OF MINUTES

Lois Anderson moved for approval of the February 11, 1997. Anne Rasmus seconded the Motion.

The Motion passed unanimously by those members present.

REVIEW OF THE 1997 AWARDS CEREMONY

The Committee discussed the awards ceremony held in April of this year. Chair Rasmus reviewed the budget expenditures and reported \$652.00 was spent. She noted flowers were donated by Mary Hupy, owner of Keizer Florist and a thank you letter had been sent and published in the Keizertimes. Councilor McGee indicated he has received several positive comments on the event and believes it is important to continue this recognition ceremony.

The Committee discussed options to increase the involvement of students in government and the benefit it could provide to them in the future. The focus for the next annual ceremony will be to work with the schools in accomplishing this goal.

COMMITTEE APPOINTMENTS

Chair Rasmus announced there were committee appointments to be made to the Budget Committee and Traffic Safety Commission.

Budget Committee

Chair Rasmus announced that Shirley Pitt, Diane Hansen, and JoAnne Beilke had tendered their resignation from the Keizer Budget Committee. Ms. Pitt and Ms. Beilke were each in the midst of a three year term set to expire on August 31, 1998 and Ms. Hansen's term would expire on August 31, 1999.

The Committee reviewed three applications submitted from those interested in serving on the Budget Committee for previous financial expertise. Lois Anderson noted each had previous financial background, however most occupational backgrounds were government related. The committee discussed the applications in detail and believed all were qualified to serve on the committee.

Mike Hart moved to recommend the appointment of Gene Clemens to fill the vacancy created by the resignation of JoAnne Beilke, Doug Pilant to fill the vacancy created by the resignation of Shirley Pitt, and Pat Sparks-Tewell to fill the vacancy created by the resignation of Diane Hansen on the Keizer Budget Committee. Jacque Moir seconded the Motion.

The Motion passed unanimously by those members present.

Traffic Safety Commission

Chair Rasmus announced Paul Gorlinsky and Greg McLeod had tendered their resignation from the Traffic Safety Commission. Each of their terms were scheduled to expire in December, 1997. The committee reviewed two applications which had been submitted for these positions.

Councilor McGee indicated the Chair of the Bikeways Committee has expressed an interest in holding a position on this Commission due to the close relation of the issues discussed. Lois Anderson indicated the individual applications deserve consideration before appointing a member of the Bikeways Committee. Councilor McGee indicated he will carry forward to the City Council a suggestion

to appoint a non-voting member of the Bikeways Committee to serve on the Traffic Safety Commission.

Jacque Moir moved to recommend the appointment of Mariella Dibble and David McKane to the Traffic Safety Commission to fill the vacancies created by the resignation of Mr. Gorlinsky and Mr. McLeod. In addition, these appointments will finish the remainder of this term and be appointed for an additional three year term which will expire on December 31, 2000. Mike Hart seconded the Motion.

The Motion passed unanimously by those members present.

VOLUNTEER OF THE QUARTER

Chair Rasmus announced a volunteer of the quarter was not chosen for the January, February, March quarter of 1997. She nominated Richard and Patty Sawyer for their work on the Children's Reading Connection - a volunteer children's library.

Mike Hart moved to recognize Richard and Patty Sawyer as the Volunteers of the Quarter for January, February, March 1997. Lois Anderson seconded the Motion.

The Motion passed unanimously by those members present.

Mike Hart volunteered to present this award to Mr. and Mrs. Sawyer at the upcoming City Council meeting on August 4, 1997.

Chair Rasmus reviewed Sergeant Kent Barker's nomination of Karen Stamper for a volunteer of the quarter award.

Mike Hart moved to recognize Karen Stamper as the Volunteer of the Quarter for April, May, June 1997. Jacque Moir seconded the Motion.

The Motion passed unanimously by those members present.

Tracy Davis, staff liaison will arrange to have Sergeant Barker present this award to Ms. Stamper at the August 4, 1997 Council meeting.

TERM LIMITS ON COMMITTEES AND COMMISSIONS

Chair Rasmus noted the City Council has requested the Volunteer Coordinating Committee discuss setting potential term limits for those volunteers serving on the City boards, commissions and committees. She noted only the Planning Commission presently has a limitation of serving two consecutive terms.

The Committee discussed the positive and negative results of limiting volunteers to assist the City in discussing important aspects. The volunteer usually has expertise or an interest in serving on a particular board and therefore should not be limited.

The Committee reviewed the criteria set forth in the volunteer handbook and felt the most important responsibility of the volunteer was attendance. Jacque Moir stated the attendance should be monitored by the chair and if there is a habitual problem, the volunteer should be asked to resign. In addition, she felt imposing term limits may cause a loss of momentum in the work of a committee.

In conclusion, the Volunteer Coordinating Committee determined it was not necessary to institute a term limitation for the City's boards, commissions, and committee. However, this recommendation does not affect the term limits in place for the Planning Commission.

Councilor McGee stated he will carry this information back to the Council for a report.

OTHER BUSINESS

The Committee discussed the requirement for a volunteer to live within the city limits in order to serve on a committee. It was determined that if this requirement was not already in place by the bylaws of the committee, it should not be added at this time.

Chair Rasmus indicated she will be working with the Chairs of the committees to discuss attendance problems or issues. A report will be given at the next meeting.

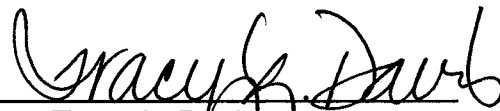
Chair Rasmus also announced there is a vacancy for position number two on this committee and any suggestions should be forwarded to Councilor Dawn Meier.

NEXT MEETING DATE

The next meeting will be scheduled for September 9, 1997 at 6:00 p.m.

ADJOURNMENT

The meeting was adjourned at 7:03 p.m.



Tracy L. Davis
City Recorder/Staff Liaison