

MINUTES

Volunteer Coordinating Committee

Thursday, July 19, 2007

Conference Room A - Keizer City Hall

David Fifer, Chair of the Volunteer Coordinating Committee called the meeting to order at 6:32 p.m. In attendance were:

Members:

Trish Crenshaw
David Fifer
Jerry McGee
Amy McLeod
Brandon Smith
Brian Stephen
Lore Christopher – Council Liaison
Tracy Davis – Staff Liaison
Shannon Johnson – Keizer City Attorney

Absent:

Kim Beesley

PUBLIC TESTIMONY

There was no public testimony to come before the Committee.

APPROVAL OF MINUTES

Jerry McGee moved for approval of the June 21, 2007 Volunteer Coordinating Committee minutes. Trish Crenshaw seconded the Motion.

The Motion passed 5-0-1-1 with David Fifer abstaining due to his absence at the meeting and Kim Beesley absent.

Chair Fifer requested a change of order on the agenda items to take the Keizer Points of Interest appointment first, due to a time conflict noted by one of the applicants.

KEIZER POINTS OF INTEREST COMMITTEE APPOINTMENTS

Chair Fifer noted the Keizer Points of Interest Committee currently has two vacancies. One of the vacancies was previously designated for a representative of the Keizer Parks Advisory Board, however the City Council voted to change

this designation to a citizen at large position. Two applications were received and one applicant is in attendance.

Jerry McGee moved to bring forth the names of Melvin Pacheco and Ken Whittler for consideration of appointment to the Keizer Points of Interest Committee. Brian Stephen seconded the Motion.

The Committee noted the absence of Mr. Pacheco and his lack of communication with staff on his attendance at the meeting.

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

An oral presentation was made to the Committee by Mr. Whittler.

Jerry McGee moved to recommend the appointment of Ken Whittler to position number 4 on the Keizer Points of Interest Committee. Amy McLeod seconded the Motion.

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

Jerry McGee moved to recommend the appointment of Melvin Pacheco to position number 2 on the Keizer Points of Interest Committee. Amy McLeod seconded the Motion.

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

VOLUNTEER COORDINATING COMMITTEE APPOINTMENT PROCESS

Mayor Lore Christopher pointed out at the June meeting of the Volunteer Coordinating Committee three positions for the Parks Advisory Board were voted upon, en masse, not individually. She understood Roberts Rules of Order required a separate vote on each position, similar to the procedure used by the City Council. In addition, Shannon Johnson, Keizer City Attorney further explained that each of the City Council committees should have numbered positions and when appointments are being recommended they should be identified with those positions. Mr. Johnson suggested the Committee reconsider their vote from the previous meeting and consider an amendment to the appointment process to outline the procedure for multiple appointments.

Jerry McGee pointed out Roberts Rules of Order is silent on this subject. He respected Mr. Johnson's interpretation, however he did not feel the Committee violated the Rules. On the other hand, he felt the Committee may have violated

their own appointment procedure (#7) pertaining to requiring a majority vote. Mr. McGee noted that Mr. Nuttbrock received only 3 of the 6 potential votes, therefore not a majority. He favored a motion of reconsideration of the recommendation and an amendment to the appointment procedure.

Chair Fifer agreed the Committee procedures were not followed in reference the majority vote requirement on the Parks Board appointment. He also believed the Committee should consider amending the procedures to outline the process for voting on multiple vacancies.

Mr. Johnson had requested staff distribute a copy of a memorandum prepared for the City Manager pertaining to possible conflicts of interest should Mr. Nuttbrock be recommended for a position on the Parks Board. He explained the Oregon Government Practices and Standards Commission guidelines on actual and potential conflicts of interest.

Jerry McGee moved for reconsideration of the June 21st Motion (Jerry McGee moved to recommend the appointments of Marlene Quinn, Christine Dieker, and Jerry Nuttbrock to the Keizer City Council for appointment to the Keizer Parks Advisory Board. In addition, it was recommended that Marlene Kelly be appointed to a term expiring in December 2009 and Christine Dieker and Jerry Nuttbrock be appointed to a term expiring in December 2007. Brian Stephen seconded the Motion. The Motion passed 6-0-1 with David Fifer absent.)

Brandon Smith seconded the Motion for Reconsideration.

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

Jerry McGee moved to amend the Volunteer Coordinating Committee Process for Appointments to City Council Committees to add another provision for multiple positions. The suggested language is "If there are multiple positions to fill, each position shall be voted separately". Brian Stephen seconded the Motion.

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

KEIZER PARKS ADVISORY BOARD APPOINTMENT

Chair David Fifer noted at the last meeting of the Volunteer Coordinating Committee five applications were received for the three vacancies on the Keizer Parks Advisory Board. He noted that oral presentations were made by four of the candidates (Christine Dieker, David Loudon, Jerry Nuttbrock, and Marlene

Quinn) at that meeting and a letter was received from applicant Scott Shearer, who was unable to attend the meeting.

Mr. Nuttbrock, who was in attendance at this meeting, requested an opportunity to further address the Committee. Also in attendance were David Louden and Marlene Quinn.

Upon a request from the Chair for input on this request, Amy McLeod noted she did not feel it was fair to let one candidate address the Committee since the vote for reconsideration was based upon a procedural error, not a lack of information from the applicants.

Jerry McGee pointed out during the June presentation, Mr. Nuttbrock adequately addressed any potential conflict of interest issues he may have been concerned with, and therefore he did not feel it was necessary to allow further opportunity.

After further discussion, Chair Fifer determined additional testimony from Mr. Nuttbrock would not be allowed.

Chair Fifer explained that three separate ballots would be used for each of the vacant positions on the Keizer Parks Advisory Board.

Board Position #9

The first ballot voted upon was for Board Position #9 – term ending December 30, 2009. The following votes were tabulated:

	D. Fifer	T. Crenshaw	J. McGee	A. McLeod	B. Smith	B. Stephen
Dieker		X		X	X	X
Louden						
Nuttbrock	X					
Quinn			X			
Shearer						

The tally was:

- Dieker – 4 votes
- Louden – 0 votes
- Nuttbrock – 1 vote
- Quinn – 1 vote
- Shearer – 0 votes

Chair Fifer read the votes out loud and based upon the tabulation announced Christine Dieker received the majority of the votes for Board Position #9.

Amy McLeod moved to recommend the appointment of Christine Dieker to serve on the Keizer Parks Advisory Board Position #9 with a term ending December 30, 2009. Brian Stephen seconded the Motion.

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

Board Position #2

The second ballot voted upon was for Board Position #2 – term ending December 30, 2007. The following votes were tabulated:

	D. Fifer	T. Crenshaw	J. McGee	A. McLeod	B. Smith	B. Stephen
Louden		X				
Nuttbrock	X				X	
Quinn			X	X		X
Shearer						

The tally was:

- Louden – 1 vote
- Nuttbrock – 2 votes
- Quinn – 3 votes
- Shearer – 0 votes

Upon tabulation of the votes, Chair Fifer noted since a majority was not received for any of the candidates, a second ballot for Board Position #2 would be taken. The following votes were tabulated on the second ballot for this position:

	D. Fifer	T. Crenshaw	J. McGee	A. McLeod	B. Smith	B. Stephen
Louden		X				
Nuttbrock	X					
Quinn			X	X	X	X
Shearer						

The tally was:

- Louden – 1 vote
- Nuttbrock – 1 vote
- Quinn – 4 votes
- Shearer – 0 votes

Chair Fifer read the votes out loud and based upon the tabulation announced Marlene Quinn received the majority of the votes for Board Position #2.

Brian Stephen moved to recommend the appointment of Marlene Quinn to serve in Keizer Parks Advisory Board Position #2 with a term ending December 30, 2007. Jerry McGee seconded the Motion.

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

Board Position #3

The third ballot voted upon was for Board Position #3 – term ending December 30, 2007. The following votes were tabulated:

	D. Fifer	T. Crenshaw	J. McGee	A. McLeod	B. Smith	B. Stephen
Louden		X		X		
Nuttbrock	X		X		X	X
Shearer						

The tally was:

- Louden – 2 votes
- Nuttbrock – 4 votes
- Shearer – 0 votes

Chair Fifer read the votes out loud and based upon the tabulation announced Jerry Nuttbrock received the majority of the votes for Board Position #3.

Jerry McGee moved to recommend the appointment of Jerry Nuttbrock to serve in Keizer Parks Advisory Board Position #3 with a term ending December 30, 2007. Brandon Smith seconded the Motion.

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

*5-1-1 with Trish Crenshaw in opposition
and Kim Beesley absent.*

*corrected
8-16-07
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OTHER BUSINESS

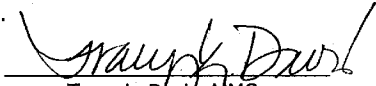
Mayor Christopher reported she will have a draft volunteer flyer ready for review at the next meeting. She thanked Glennis Chappman from Marion County for her assistance on this project.

NEXT MEETING DATE

The next regularly scheduled meeting will be on Thursday, August 16th at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 7:27 p.m.



Tracy L. Davis, MMC
City Recorder/Staff Liaison

*approved as
corrected
8-16-07*