

MINUTES
Volunteer Coordinating Committee
Thursday, July 11, 2002
Keizer City Hall

Kathie Beach, Chair of the Volunteer Coordinating Committee called the meeting to order at 6:30 p.m. In attendance were:

Members:

Carl Beach
Kathie Beach
Kim Beesley
Terri McCowan
Jerry McGee, Council Liaison
Tracy L. Davis, Staff Liaison

Absent:

Rosa Hernandez
Bill Quinn
Wayne Thackery

APPROVAL OF MINUTES

Carl Beach moved for approval of the June 19, 2002 minutes. Kim Beesley seconded the Motion.

The Motion passed unanimously by those members present.

VOLUNTEER RECOGNITION CEREMONY

Chair Kathie Beach announced the annual recognition ceremony would take place on Tuesday, October 22, 2002 at 6:30 p.m. The Committee discussed possible locations for this event and the potential number of volunteers attending. It was decided that the event would be held at the Keizer Heritage Center, which can accommodate 185 people. Tracy Davis will reserve the facility for this date. A list of names will be prepared for the next meeting. Invitations will be sent the end of September in order to give adequate notice. In addition, a list of volunteers and a general invitation will be printed in the Keizertimes.

In discussing the budget for the annual ceremony, it was determined that donations would be sought from local businesses. Terri McCowan will check with Roths for a discount or donation of the cookies and with Safeway or Albertson's for discount or donation on punch ingredients.

Kim Beesly noted she would check with McNary High School to schedule a small band ensemble to play music for 30 minutes prior to the start of the ceremony. Members of the Committee will serve as greeters and note the attendance of who is there to eliminate the need to call all names. Chair Beach, with assistance from Mayor Christopher will announce the names and call them forward to receive their gift.

OTHER BUSINESS

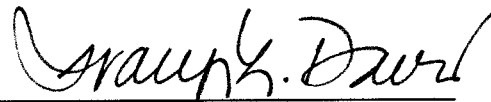
There was no other business to come before the Committee.

NEXT MEETING DATE

The next regular meeting date will be Thursday, August 8th, 2002. However, due to scheduled vacations, the meeting will be moved to Tuesday, August 6th, 2002 at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 7:10 p.m.



Tracy L. Davis, CMC
City Recorder/Staff Liaison

approved
8-6-02