

MINUTES

KEIZER VOLUNTEER COORDINATING COMMITTEE

Tuesday, June 8, 1993

Keizer City Hall

Mayor's Office

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

Mark Caillier - Chair
Ray Boucher
Mike Gaynor
Lydia Muniz
Ruth Schrag-Gilbert
Tracy L. Davis - Staff Support

Absent

JoAnne Beilke
Yvonne Fisher
Bill Pearl - Volunteer Coordinator
Dennis Koho - Mayor

APPROVAL OF THE MINUTES

Mike Gaynor moved for approval of the minutes of May 11, 1993 with Ruth Schrag-Gilbert seconding the motion. The motion passed unanimously by those members present.

VOLUNTEER RECOGNITION PICTURES

Mark Caillier asked for input from the Committee for displaying the volunteer of the month pictures in the Council Chambers. Mr. Caillier stated Bill Pearl was investigating the possibilities for painting a mural on the wall. Ideas will be gathered and presented to the City Manager or City Council.

REVIEW OF ANNUAL VOLUNTEER AWARDS CEREMONY

The committee discussed the 2nd annual Volunteer Awards ceremony held on April 20, 1993. Suggestions for next year included better publicity prior to the ceremony; volunteer coordinating committee members appearing at committee meetings to personally invite all individuals; and possible inclusion in the Iris Festival festivities. It was also suggested the Committee members should mingle with the new volunteers to make them feel comfortable.

SUBCOMMITTEE REPORTS

Mark Caillier reviewed the additions and corrections that had been made to the Volunteer handbook. The handbook will be reprinted and distributed at the upcoming training session for committee chairs and city staff members on Wednesday, June 16, 1993. Additions include new member orientation, required attendance and how volunteer appointments are made. Mr. Caillier also stated a volunteer request form will be developed for city staff members to request volunteer services.

OTHER BUSINESS

The committee is accepting nominations for Volunteer of the Month awards for August and September. A copy of the nominations will be sent out to the Committee by mail and a vote will be taken by telephone in July.

ADJOURNMENT

The meeting was adjourned at 6:45 p.m. The next meeting will be Tuesday, September 14, 1993, at 6:00 p.m. at Keizer City Hall. This will be followed by a volunteer training session at 7:00 p.m. in the Council Chambers.



Tracy L. Davis
Staff Support