



MINUTES
KEIZER VOLUNTEER COORDINATING COMMITTEE

Thursday, May 14, 2026
Robert L. Simon Council Chambers
930 Chemawa Road NE
Keizer, Oregon

1. **CALL TO ORDER/NOTE OF ATTENDANCE**

CALL TO ORDER: Chair Jane Herb called the meeting to order at 5:05 pm.

ATTENDANCE:

Present: Jane Herb, Chair Larry Jackson Leslie Risewick via Zoom Tina Richmond Lanora Blake Kim Freeman, Vice Chair via Zoom Councilor Daniel Kohler via Zoom Councilor Lore Christopher (5:26 p.m.)	Absent: Daisy Hickman
	Staff Present: Dawn Wilson, Deputy City Recorder

2. **PUBLIC TESTIMONY**

There was no public testimony.

3. **OTHER BUSINESS**
 - a. **Considering Approving the Volunteer Video—it will be played in its entirety during the meeting.**

The Committee reviewed the Volunteer Recruitment Video and noted that portions of the video used a prior version of the script rather than the updated version. It was requested that only the newest script version be used moving forward.

Members agreed the video needed additional revisions and suggested the project may need to resume in the fall due to the school year timeline.

Members provided feedback regarding the video’s professionalism, visuals, and representation of the City.

Suggestions included the following:

- The video should maintain a professional tone throughout
- Adding a female student and an adult volunteer
- Ensuring the video reflected volunteer opportunities for both high school students and adults
- Incorporating more footage of City locations and community amenities, such as City Hall with the flags, the Big Toy at Keizer Rapids Park, or the downtown fountain
- Removing the skeleton scene
- Removing distracting background items and humor elements
- Improving audio quality
- Showing students outside the classroom setting and showing more of the playground
- Including production credits for McNary High School Student Productions

Larry Jackson moved to instruct the Committee to go back to the school and class, provide them with the correct script and the input from tonight and what we'd like to see and go from there. Seconded by Lanora Blake. Motion passed unanimously as follows: Herb, Jackson, Risewick, Richmond, Blake, and Freeman in favor and Hickman absent.

Chair Herb and Ms. Risewick would meet in person with Ashley Gruber, McNary High School Media Productions Teacher, to discuss the requested video edits.

Ms. Risewick would also ask Fausto Ramos from the Community Diversity Engagement Committee (CDEC) whether he had viewed the video.

It was noted that Deputy City Recorder Dawn Wilson would send the video and notes to Jane Herb, Leslie Risewick, Robin Barney (CDEC), and Fausto Ramos (CDEC).

- 4. NEXT MEETING:** It was noted that the next meeting would be on May 28th at 6:00 p.m.
June 11th

5. ADJOURNMENT Meeting adjourned at: 5:28 p.m.

Minutes approved: _____