

WKNA Board Meeting
March 5, 2015
Rhonda Rich's home

Attending: Rhonda Rich, President
Carol Doerfler, Vice President
Carolyn Homan, Secretary
Art Mauer
Ron Freeman

Absent: Clint Holland

Guest: Sarah Head

Rhonda called the meeting called to order at 6:45 p.m.

Approval of minutes – Rhonda asked for approval of the minutes of the Feb. 12 board meeting. Carol noted one correction (need to insert the word “purchase” in first sentence, 4th paragraph) and moved approval. Ron seconded. Motion passed.

Budget for 2014-15 – Total expenditures have been \$464.98 so far and Rhonda estimates spending another \$235 (for yard signs, printing & logo creation) before June 1, for a total of \$700 out of the \$900 budget, which was sought when the Board was considering doing a newsletter to all neighbors. That was ultimately deemed too expensive. Rhonda said she plans to ask for just \$500 again for 2015-16.

Budget for 2015-16 – The Board reviewed budget categories and anticipated expenditures, as outlined by Rhonda in the proposed budget.

Brochures – Rhonda spent \$180 from the 2014-15 budget for 500 brochures and didn't budget any more for 2015-16.

Website -- \$90 was spent this year; Rhonda budgeted \$100 for 2015-16.

Printing -- \$120 has been spent with another \$35 anticipated; Rhonda budgeted \$200 for 2015-16

Logo – Rhonda said that Staples has on-line programs to help with things such as logo design. The Board has discussed getting a logo for some time. Both Rhonda and Barb Henke have done rough drafts. Rhonda said that GISI also offers this kind of service and Ron suggested checking with Laser Quick as well. It was agreed it would be good to have a logo to use on letterhead, for certificates of recognition, for the website, etc. Rhonda has allocated \$100 from the 2014-15 budget to pursue this.

Posters – nothing budgeted this year or next.

Banner – WKNA has one (cost \$150); no additions anticipated

Yard signs – We have 16 at a cost of \$25 apiece. Art will assess whether we need more and the Board can decide at the April meeting.

Yard signs for special events – Rhonda budgeted \$50 for new signs for events such as the Adopt-A-Street cleanups. Cost would be \$25 apiece.

Yard sign stands -- \$75 was budgeted for 2014-15 and Rhonda purchased one box of 4 (\$75). She budgeted \$100 for 2015-16 in case more stands are needed to display WKNA brochures and other materials throughout the neighborhood. The Board discussed possible places to post stands, including Shoreline at Chemawa; Shoreline at Cummings or other high-traffic spots.

Plaques, recognitions, name tags and Business Cards categories – both zero for 2014-15 and 2015-16.

Total proposed budget for 2015-16 = \$500. Carol made a motion to submit the proposed budget; Ron seconded. Motion passed.

Getting the Word Out – All Board members have agreed to continue their current meeting notification assignments. Barb Henke is out of town but Rhonda said she thinks she'll be back in time to update the website with the March meeting information.

Carol said she has some free-standing brochure holders and plans to get some out to businesses and will also look at getting one at City Hall. She said WKNA now has 87 "likes" on Facebook.

Rhonda shared the poster that she will place at Cummings School. It has WKNA information, but she also plans to include the Big Toy design and brochure.

Board Member vacancy – Sarah is considering Board service. Rhonda shared remaining Board meeting dates for the year: April 2, May 7, June 4, Sept. 3, Oct. 1 and Nov. 5. June will probably be a planning session.

WKNA representative to Keizer Fire Advisory Committee – Art reported on the recent meeting to discuss the district's plans to seek a bond measure for equipment in November. WKNA's representatives attending were Art and Davis Dyer. Gary Blake was unable to attend.

Art said the group reviewed the age of KFD's equipment not just in years, but also mileage and hours of use. In some cases, the issue for replacement is the hours of use. Some equipment is functionally obsolete. He recommended having Chief Cowan at a

WKNA meeting to describe the issues in detail. The Fire Hall bond is nearly paid off and this bond would replace it, although at a much lower cost. The issue for the department continues to be fewer actual fire responses and increased responses for emergency medical help, such as at care homes.

Little Libraries; Cummings School Report – Rhonda noted that Cummings principal Lisa Sundseth had sent a detailed email update on Cummings activities. Lisa can't attend a WKNA meeting because the PTC meeting time conflicts. Carol said she would give a Cummings update at the next Board meeting.

Carol has researched Little Libraries – LittleFreeLibrary.org -- and is recommending the Board pursue this as a WKNA project. There is a 2-minute video on the website describing the program. Ron shared a picture of one he saw when he was in Portland last weekend.

Carol said the website offers “kits” for sale but groups can design their own library receptacles. Groups can apply to Little Libraries for certification and get a plaque that shows that yours is “official.” It costs \$35 to register. Purchasing a mail box for the library costs about \$200.

There will have to be a steward responsible for stocking and upkeep. Rhonda noted that she brought the idea up at the February general meeting and there was interest.

Carol noted that a neighbor of hers, Mr. Otto, builds bird houses and might be interested in building a “library” box. Ron added that Mr. Otto also is a writer and definitely might be interested in the project. It was agreed that a big part of any project would be public relations to get the word out. The Board will consider the idea at the next meeting.

Adopt-A-Street – Rhonda said Gary agreed to continue to be the organizer. Clean-ups are tentatively set for the second Saturday of each quarter, with the next one to be March 14 at 10 a.m., starting at the corner of Shoreline and Chemawa. The next two will be in June and September.

Rhonda noted that she had nominated Gary as Volunteer of the Quarter (for the next quarter; it was too late for the current cycle.) She said Mayor Clark suggested it after Rhonda gave the annual WKNA report at a recent board meeting.

Parks/Playstructure report – Ron said the Big Toy committee met March 3. The group has received \$223,000 in funding with \$95,000 to go. He said the funding includes \$100,000 from the City of Keizer and the city does have backup funding should fundraising fall short. Recent donations included \$5,000 from Keizer Elks for the log cabin feature and the Freeman family donated \$1,800 for the pickup truck feature.

The Keizer Parks Foundation's annual fundraiser, Pinot in the Park, to be held March 13, will donate all proceeds again this year to the playstructure. The event raised

\$15,000 last year. He said the Big Toy committee is looking for another grant to fund the project as well.

The group changed the surfacing of the project to save money. The good news, Ron said, is that in the future, if money can be raised for the original rubber surface, the cheaper engineered wood fiber product can be reused.

The project is moving forward. Crews, led by Jerry Nutbrock, removed 160 trees recently for the pathway and parking lot. Wood from the trees is being recycled as firewood for the needy by the Royal Order of the Red Suspenders group at Salem Alliance Church.

At the Big Toy committee's next meeting, Ron said they plan to have representatives from the Leathers consulting group. It will be a planning session for all departments, looking ahead to the June 10-14 build. Build captains are being recruited right now. These individuals must be there 15 hours a day all five days.

Ron said the project website is still having issues but it's being made easier to use the volunteer signup program. Food and day care are being lined up as well.

Rhonda has the playstructure on the general meeting agenda. Ron said he will ask Mark Callier, the project's overall manager, if he can do the presentation and if not, maybe Marlene Quinn or Richard Walsh. Ron said a Power Point has been developed that they have been presenting to Salem neighborhood associations to recruit volunteers, since this is a regional park project.

Meeting review – Remaining general meetings are March 12, April 9, May 14; Sept. 10, Oct. 8 and Nov. 12.

Rhonda asked for feedback on the February general WKNA planning meeting and pizza party. The consensus that good ideas were generated but turnout was lower than people would have liked.

Rhonda said the next Parks Advisory Board would consider the possible sale of Palma Ceia park. She said she is undecided about this. Also on the parks agenda is the project to repair the tennis court at Willamette Manor Park and the parks budget for 2015-16.

At the March WKNA meeting, Bill Lawyer will present an update on streets projects, including the now-delayed roundabout at Verda and Chemawa; Keizer's "smelly" water; and other public works activities. The playstructure update also is planned, along with a report from Keizer Police Department's Sgt. Bob Trump.

In April, Mary Jo Emmett will be invited to present on the John Knox Presbyterian Church's Community Garden. Carolyn also will invite a representative from Marion County Soil and Water Conservation District to present on landscaping to attract birds and other pollinators, focusing on native plants and avoiding invasives.

Joe Egli will be invited to present an update on Iris Fest 2015.

At the May 14th meeting, potential topics are a UGB update with Nate Brown; a new code enforcement staffer, with Shane Wittham; transportation planning, including the third bridge over the Willamette. Rhonda will invite help from Kathy Lincoln on the latter.

In September, Fire Chief Cowan will be asked to present on the November bond measure being sought for equipment by Keizer Fire Department. Potential October presenters are the McNary High school representative to council and the staffer at McNary who works to involve kids in the community. For November, identity theft information is planned.

Rhonda asked Board members to let her know of Keizer businesses that might be interested in making a presentation at a general meeting.

Potential project – Yard Beautification Recognition – Rhonda broached the idea of developing an award or certificate that could be presented to neighbors who have upgraded landscaping or installed an attractive new yard feature. It might be a way to generate interest in the WKNA and the meetings.

There being no other new business, the meeting adjourned at 8:30 p.m.