

STAFFORD HAMLET  
BOARD MEETING

Minutes

September 11, 2018

Chair Jay Minor called the September 11th Board meeting of the Stafford Hamlet to order at 8:47 pm at the Stafford Elementary School, West Linn, OR.

Attendance:

- ❖ Board Members Present: Dave Adams, Richard Fiala, Jana Lombardi, Bill Markt, Jay Minor, Matthew Palmer, Len Schaber, Joe Wikoff
- ❖ Excused: Walt Gamble, Mary Moore
- ❖ Absent:
- ❖ Staff Present:

Approval of Agenda:

Consensus was to leave the Family Fest to the Committee meeting on September 12. Jana Lombardi asked to add the website to the Communications committee report. The agenda was unanimously approved.

Approval of Minutes:

The June 11, 2018 Community and Board minutes were presented for review. Len Schaber moved to approve the minutes as corrected and Richard Fiala seconded the motion.

**Vote:** approved, 8 - yes, 0 - no, 0 - abstain.

Financial Report:

Joe Wikoff presented the Treasurer's Report, which had been previously emailed to the Board. Joe also handed out copies of the approved budget to the Board. The imprest account balance contains the budget for 2018-2019 as well as some Family Fest funds from the Trust Account. The cash balance at the end of August was comprised of \$2,617.87 (Festival) and \$5,358.36 (Imprest) for a total of \$7,976.23. The County posted interest for the Trust Account in July.

Joe Wikoff asked for approval for Family Fest bills to be paid. Jana Lombardi submitted a bill for \$352.

Richard Fiala moved to approve paying the bills and approve the Treasurer's Report. Len Schaber seconded the motion.

**Vote:** approved, 8 - yes, 0 - no, 0 - abstain.

Committee Reports: Family Fest:

Bill Markt reported there is a need for volunteers for the Family Fest. Bill said the remaining issues could be discussed at the next night's Family Fest Committee meeting.

Committee Reports - Communications:

Jana Lombardi said that she has a website proposal she will send to the Board. It would be for an outside person to do the website. The fee would be \$30 per hour for the first year, then \$50 per hour in subsequent years. Richard Fiala asked who this would replace, and Jana said it would replace work currently done by Mary Moore.

Committee Reports - Candidates Forum:

Jana Lombardi said she has talked with Christine Chin Ryan, the moderator, and they are figuring out the layout of the room and that it is under control.

Bill Markt moved that there be no Community and Board meeting on October 9, and that it be replaced with a Board meeting at 8 am on October 6 before the Candidates Forum. Dave Adams seconded the motion.

**Vote:** approved, 8 - yes, 0 - no, 0 - abstain.

Board consensus was to skip the remaining Committee Reports due to time.

New Business: Candidates for Hamlet Board:

Dave Adams, Jay Minor and Walt Gamble are all leaving the Board this year. Jana Lombardi said she may have a candidate for under five acres.

Adjournment: Chair Jay Minor adjourned the meeting at 9:01 pm.