

STAFFORD HAMLET
BOARD MEETING

Minutes

April 9, 2019

Chair Bill Markt called the April 9th Board meeting of the Stafford Hamlet to order at 8:35 pm at the Stafford Elementary School, West Linn, OR.

Attendance:

- ❖ Board Members Present: John Keith, Katy Krider, Jana Lombardi, Patty Mamula, Bill Markt, Mary Moore, Matthew Palmer, Len Schaber, Joe Wikoff
- ❖ Excused: Richard Fiala
- ❖ Absent:
- ❖ Staff Present:

Approval of the Agenda: Patty Mamula moved to approve the agenda as written, and Joe Wikoff seconded the motion. The motion was approved unanimously.

Approval of Minutes:

The March 12, 2019 Community and Board minutes were presented for review. Joe Wikoff moved to approve the minutes as corrected, and Jana Lombardi seconded the motion.

Vote: approved, 9 - yes, 0 - no, 0 - abstain.

Financial Report:

Treasurer Joe Wikoff reported he sent in the budget request. Joe thanked the Hamlet Board for their help and comments. Patty Mamula asked if he had received any comments from the County about the budget, and Joe said he only comment was “kind of high” and then silence.

Joe reported that the Hamlet Board spent more of their budget this month. Joe said the balance of the imprest account is \$1,245.34. Katy Krider said she has additional receipts to submit. Jana Lombardi said that she thought the budget for refreshments on Saturday would need to be increased. Bill Markt said there might be a need for funds for videotaping the Saturday Town Hall. Joe Wikoff reported the archiving committee has not spent any funds. Mary Moore reported the web hosting has transferred, so there was money paid to GoDaddy and webs.com. Bill Markt asked if he could submit a request for payment for the videotaping later, and Joe Wikoff said it might be able to come from the trust account. Jana Lombardi said she was going to get software for volunteer coordination for the Family Fest.

Jana Lombardi moved to approve the Treasurer’s Report and the disbursements. Matthew Palmer seconded the motion.

Vote: approved, 9 - yes, 0 - no, 0 - abstain.

John Keith asked when will the County respond about the budget. Joe Wikoff said last year they responded when the Hamlet met with the County for the annual report. Bill Markt said there is a meeting with the County in two weeks that is about preparing the annual reports. John Keith said we should be prepared to explain our request for funds and the increase in funds. Joe Wikoff said the Hamlet gave their budget to the County earlier this year and included an explanation then, but said this year's sales pitch would still need to happen. Mary Moore asked if the County meetings could happen in the morning or after 6 pm so more Board members would be able to attend.

Committee Reports - Programming:

John Keith said thank you to Jana Lombardi for her help in organizing the upcoming April 13 Town Hall. He has sent out invitations and emails. There are confirmed presenters, and the only presenter to back out was Columbia Land Trust. There will be six elected officials, including someone from Tualatin. There will be seating for 200. He has also arranged for a podium.

Committee Reports - Communications:

Patty Mamula reported she has a sample welcome packet ready to go. She said there have been six sales in two months. Packets for the two that were in Ashdown Woods will be handed out by the head of the HOA. Patty would generally like to hand out the welcome packets herself. The packet will include stickers, a letter (the welcome/Hamlet at a Glance), a map, a copy of the Community Vision Plan (CVP), a CSA certificate, and possibly a coupon from Fiala Farms. Patty does not have a response from Kordell's. Mary Moore suggested talking to some of the businesses that have participated in the Family Fest to see if they have anything to contribute to the packet. Rick Cook suggested giving copies of the packet to the School District to see if they can give it to new families.

Katy Krider reported she has the new sign boards. She has two boards that measure 24 by 36. She is trying to keep it cost effective. She is testing out formats. Len Schaber asked if there is a plexiglass cover. Len also suggested darkening the lettering. He added Rolling Hills has a sandwich board and that when people become more familiar with the sign it helps.

Mary Moore said Pink Birch design has been paid. The website has moved from webs to Wordpress, and the information transfer is in progress. Mary said that anyone with feedback on the site can email her with comments/questions/concerns.

Committee Reports - PR/Lobby/Advocacy:

No formal report was given.

John Keith said he and Ann Culter had Citizen's Commentaries in the Lake Oswego Review and West Linn Tidings.

Committee Reports - Family Fest:

Bill Markt said he sent out the report via email earlier.

Bill Markt said there are new volunteers for the Fest.

Committee Reports - Agriculture: The report was previously emailed.

Committee Reports - Archive: Bill Markt, Dave Adams, Jay Minor and Joe Wikoff met and sorted items, and they have started to archive documents.

Committee Reports - Outside our Borders:

Rick Cook said he would send out more information via email before the meeting.

Rick Cook said the County is creating a Community Road Fund Advisory Committee. They are seeking applicants. The County is going to do an informational push about the Vehicle Registration Fee (VRF) to the cities and the public. Rick said there may be a challenge to the VRF. The Committee will have eight representatives that are based on geography, four business representatives, one safety representative, one equity representative, and one representative who is a disability advocate. The Committee will meet quarterly or twice a year. Rick suggested having the Hamlet have a voice in selection for the geographical representative to Mike Bezner. The deadline for applications is May 6.

Patty Mamula asked if there would be an update to the CVP. Mary Moore said Carol Yamada designed it, and that Patty should talk to her about it. Patty said she would like to get a new map in and possibly update some of the text.

Patty Mamula said the County is hosting a meeting on Affordable Housing on May 14th from 5:30 to 8:30. Patty asked if the information could go on the website. Len Schaber said that affordable housing is a hot button issue.

Mary Moore said the Hamlet newsletter is the best way to reach people, and that it works better than the search engine optimization. She suggested putting the affordable housing meeting and the Road Advisory Committee application in the newsletter.

Adjournment: Chair Bill Markt adjourned the meeting at 9:31 pm.