

Thursday, July 26, 2018

# HDOG MEETING MINUTES

LOCATION: VINYL TAP BAR & GRILL

TIME: 11:05 AM

PRESENT: SARA MCCLURG, FALLON KRAXBERGER, DONNA MCGEEIN ED RIDDLE, PIXIE ADAMS, PASTOR HEATHER, AL SCOTT, THELMA, GARY RIFKIN, CAROL LATOURETTE, SHARON FLAHERTY, JAN VELARIO AND SUZANNE WOLF

## 1. INTRODUCTIONS

## 2. TREASURER REPORT

- A. Fallon Kraxberger, treasurer, reports current balance at \$1,869.94 pending cash in PayPal account with a balance of approximately \$600 from sponsorships and vendor fees.
  - i. Paid for port-o-potties and insurance.
  - ii. Recently bought banners for festival.

## 3. REPORTS ON ONGOING TASKS

- A. Ed Riddle reports on status of three A-Frames (24" x 36") to advertise summer festival.
  - i. A-frames will be placed along Oak Grove Blvd. a couple of weeks prior to summer festival.
  - ii. Three poster samples were presented and members voted on one design to print.
  - iii. Cost to print is \$13-\$18 per poster. Ed Riddle volunteers to print posters at no cost to association.
  - iv. Fallon Kraxberger offers to consult with North Clackamas Parks & Recreation to put Ed Riddle's poster design in a Vector file.
  - v. Church will print posters.

- B. Ed Riddle reports on status of music venues for summer festival.
  - i. Two venues will be located at opposite ends of Oak Grove Blvd. with one venue located on church grounds. Distance between two venues will not create a sound problem.
  - ii. Ed shares a few of the musicians who will be performing; Mel Hanson (cowboy performer), Al Martin (finger picker) and Arthur Moore (harmonica player).
  - iii. All equipment for stages are lined up.
- C. Pixie Adams reports on status of volunteer database.
  - i. Pixie Adams created a volunteer database using the program, Ivolunteer.com, and will publish very soon on the association's website.
  - ii. Program's benefits include running logs of volunteers, hours, shifts; tasks/events with full description and, future capability of background checks/screenings. Information from the database will also help to facilitate the grant application process.
  - iii. Volunteers may easily sign-up online or, if needed, in person at the church.
  - iv. Al Scott raises question regarding association's liability specific to the safety of children. Fallon Kraxberger will review the association's event insurance policy. Fallon informs members that North Clackamas Parks & Recreation (who will hold children activities at the festival) carry their own insurance. Question raises if HDOG needs to be listed on NCP&R insurance? Fallon Kraxberger also informs members that participating vendors sign an agreement/waiver that they will not hold association accountable.

#### 4. BUSINESS CARDS

- A. Pixie Adams designed three samples. Members approve one sample.
- B. Fallon Kraxberger will move forward to print business cards without directors' names.

#### 5. COMMUNITY ART

- A. Kyle Kraxberger volunteered to donate and cut 18" x 24" x 1/4" recycled wood with holes to attach on fence.
  - i. Pixie Adams is lining up artists. Contact Pixie to pick up wood pieces at her new shop on Oak Grove Blvd.
  - ii. Painted and lacquered art pieces need to be returned to Pixie by Tuesday, August 14<sup>th</sup>, to install on fence.

- B. Contact Fallon if interested in decorating fence. Installation of new pieces of art will periodically rotate.
- C. Fence needs to be cleaned up before festival.

## 6. HALLOWEEN FESTIVAL

- A. Festival date set for Saturday, October 27, 2018, between 4:00-6:00 PM.
- B. Interior church doors (19) and tables are decorated by sponsors.
- C. Pastor Heather suggests businesses along Oak Grove to also have doors decorated and open. If desired, businesses can work with other non-profits or sponsors to decorate their doors.

## 7. VOLUNTEERS FOR SUMMER FESTIVAL

- A. HDOG will be represented at the festival with a booth or table.
  - i. Gary Rifkin designed and made a beautiful HDOG banner for the HDOG tent. Items at the table will include HDOG business cards and HDOG information.
  - ii. Suggestion made to have 1 hour shifts of volunteers to help manage table. Gary & Karla Rifkin and Carol Latourette volunteer. Fallon may be able to pop-in from time-to-time. Two other volunteers are needed. Contact Fallon to volunteer.
  - iii. Ed Riddle suggests that an Oregon Main Street representative be present as well.
- B. Ed Riddle expresses need for 10' x 10' pop-up tents to borrow for festival. Contact Ed Riddle if you are able to help out.
- C. Volunteers needed to hang up flyers within five different boundaries A-E. Pastor Heather volunteers to hang flyers for sections "A" & "B", Gary Rifkin & Jan Valerio volunteer for section "C" and Suzanne Wolf volunteers for sections "D" and "E."
- D. On behalf of HDOG, Fallon Kraxberger extends a special *thank you* to Teri Pemberton and Sharon Flaherty, owners of the Vinyl Tap Bar & Grill, who have been BIG supporters of HDOG. Aside from being HDOG members, their support includes:
  - i. Held a fundraiser in May that raised \$1030
  - ii. Sponsors for the Beer Garden at the Trolley Trail Festival
  - iii. Hand out HDOG event flyers
  - iv. Donated a large amount of candy for the Halloween Festival last year
  - v. Obtained a dumpster that was donated for the HDOG blackberry clean-up

## 8. OLD BUSINESS

- A. North Clackamas Parks & Recreation and the New Urban High School with the North Clackamas School District are in the preliminary stage of working out the land lease of the New Urban High School field.

## 9. NEW BUSINESS

### A. HDOG is on Facebook.

- i. Pixie Adams is starting a “building” phase with Facebook to help build awareness of HDOG.
- ii. Pixie requests help from members to invite friends (needs a minimum of 500 invitations for people to see HDOG), especially people in our area.
- iii. Pixie requests your friends and you to “like the page,” “share the page” and particularly “share the Oak Grove Trolley Trail Festival.”
- iv. Pixie also requests your friends and you to go to “Events” and indicate “Yes” to show that you are going to the festival.
- v. You can also tag HDOG.
- vi. Pixie will promote the HDOG page by raffling one of two \$20 gift certificates from Flying Pie Pizzeria. Details to come.
- vii. Live promotion on NextDoor.com for events and other HDOG business.

### B. Concord Property and Library Planning Task Force

- i. Scott Archer is the supervisor of the park task force designed to get community input regarding the use of the Concord Complex, now owned by NCP&R.
- ii. Clackamas County and North Clackamas Parks and Recreation District are currently seeking applications from community members to join the Concord Property and Library Planning Task Force. The 15-member group will assist staff and advise the NCPRD Board of Directors on the best future use of the Concord School property. Meetings will take place quarterly at a minimum with the option to meet more frequently to meet project needs.
- iii. Everyone in the community is encouraged to apply, especially those with backgrounds or expertise in any of the following areas:
  - Architecture, construction, or development
  - Park planning and/or landscape architecture
  - Historic preservation
  - Accessible design
  - League sports
  - Needs and interests of adults/seniors
  - Early childhood recreation and health
  - Outdoors, open spaces, and natural areas
  - Public finance

- Equity, diversity, and inclusion
  - Arts
- iv. Online applications are due **Monday, August 13, 2018.**
- v. A link for the application along with additional information can be found at <http://ncprd.com/concordtaskforce>

MEETING ADJOURNED: 12:22 PM