



Strengthening and uniting our community through parks, recreation and open spaces.

CAPRD Meeting Minutes
January 8, 2009
City Hall Conference Room, 7:00 p.m.

Attending: Bill Milne, Liz Thorstenson, Joe Driggers, and Don Morgan
City Liaison: Matilda Deas

Previous Minutes Approved, 3-0

Treasurers Report: Bank statement provided at meeting.

Matilda Deas updated the Board on the approved IGA feasibility study for Parks, that was approved by the City Council. She also invited interested Board members to attend the ORPA Legislative Day in Salem on January 29. It is an opportunity to meet our area legislator and talk with them about park and recreation issues.

Board member Driggers reminded members Milne and Morgan that they needed to file for their Board positions if they intended to continue, as their terms expired June 30 of this year. We will contact the Canby Herald on the election and deadlines for interested citizens to file to run for the Board.

We received an invoice from Webber Consulting in the amount of \$110.00 for the registration of the domain name CAPRD.org and a motion was made, seconded and passed 4-0 to pay the invoice.

The Board discussed several different public relations ideas for 2009. We are looking for methods to continue raising the awareness of CAPRD in the greater Canby community.

Adjourned 8:00 p.m.

Next Meeting February 12, 2009

Submitted by Joe Driggers



Strengthening and uniting our community through parks, recreation and open spaces.

CAPRD Meeting Minutes
February 12, 2009
City Hall Conference Room, 7:00 p.m.

Attending: Bill Milne, Liz Thorstenson, Janie Malloy, Joe Driggers, and Don Morgan
City Liaison: Matilda Deas

Previous Minutes Approved, 5-0

Treasurers Report: \$1652.32

The WCI invoice that was paid last month will be credited. We were billed in error. Board member Driggers review the correspondence we received during the month. There is a free budget workshop provided by the state, and the dates and locations of those workshops were shared with Board members.

There was additional information concerning the upcoming Board elections from Clackamas County Elections. The filing date is March 19. We have three positions open as Board member Thortenson position was only appointed until the next election. She is planning to file for the position. Board member Driggers will contact the Canby Herald with a notice of the elections and the number of positions open.

Matilda Deas outlined the agenda for the upcoming CAPRD/City Park Committee meeting that will take place at the Fairgrounds on February 25. The folks from CPW will be there to present the process of working on the Parks Master Plan, and the feasibility questions for the development of a community center. They will be developing a survey tool.

The Adult Center will be hiring and new administrator, and that will offer us an opportunity to connect with them as a new partner for recreation providers.

Board member Malloy suggested we create a CAPRD Award that would recognize a community volunteer of the year. The Board discussed ways that we might distinguish the award from the typical award.

The Board did some brainstorming on possible strategies to increase the public's awareness of CAPRD. We are trying to create a new "bumper sticker" slogan that could be used at our web site and throughout the community.

Adjourned 8:00 p.m.

Next Meeting March 12, 2009

Submitted by Joe Driggers



Strengthening and uniting our community through parks, recreation and open spaces.

CAPRD Meeting Minutes

March 12, 2009

City Hall Conference Room, 7:00 p.m.

Attending: Bill Milne, Liz Thorstenson, Janie Malloy, Joe Driggers, and Don Morgan
City Liaison: Matilda Deas

Previous Minutes Approved, 5-0

Treasurers Report: \$1652.32

The Board authorized payment for the Post Office box in the amount of \$110.00, 5-0.

Chair Milne reported on the progress of the Canby Fun Run. It is tentatively scheduled for September 24, 2009. That date also coincides with the Canby Soccer Invitational tournament, and we are exploring potential conflicts and alternate dates for the Fun Run. We also discussed renaming the Fun Run and perhaps tying in into the dahlia exhibition. Names such as: "Dash for the Dahlias!" and the "Dahlia Dash" were suggested.

Chair Milne asked if a board member would be able to attend the City's Park and Recreation meeting in his place scheduled for Tuesday February 2. Member Diggers committed to attend.

Board Member Morgan gave a brief elections update, and review who has filed for Board position, and reminded us of the deadlines.

Board Member Driggers brought several examples of bumper stickers with the CAPRD logo. The Board suggested a couple of changes and we will get some additional samples.

Adjourned 8:00 p.m.

Next Meeting April 9, 2009

Submitted by Joe Driggers



Strengthening and uniting our community through parks, recreation and open spaces.

CAPRD Meeting Minutes

May 14, 2009

City Hall Conference Room, 7:00 p.m.

Attending: Bill Milne, Liz Thorstenson, Janie Malloy, Joe Driggers, and Don Morgan
City Liaison: Matilda Deas

Previous Minutes Approved, 5-0

Treasurers Report: \$1540.32

Correspondence: We received a graduation announcement from former Board member Christy Pruitt. Christy had resigned from the Board to attend nursing school.

The Board approved payment of SDAO invoice for \$515.00 for our insurance policy. 5-0

Matilda Deas scheduled a meeting to share the results of the recreation survey. The survey was sent out on April 15. The meeting will be June 10. We will meet jointly with the City's Park Committee, and CPW to review the results.

The Board discussed participating in the July 4, General Canby Days Parade. It was decided that we would participate. Board member Driggers will bring the convertible, and Chair Milne will ride, or walk along. We will get "Find Me At The Park" bumper stickers, and order signs to fit on the vehicle. It was also approved that we order twelve white T-shirts with the "Find Me At The Park" logo to wear at the parade and other park related events.

Adjourned 8:00 p.m.

Next Meeting June 10, 2009
with City of Canby Park Committee

Submitted by Joe Driggers



Strengthening and uniting our community through parks, recreation and open spaces.

CAPRD Meeting Minutes
June 10, 2009
Canby Adult Center, 7:00 p.m.

Attending: Bill Milne, Liz Thorstenson, Janie Malloy, Joe Driggers, and Don Morgan
City Liaison: Matilda Deas
City Consultant: Beth Saul

Also attending the members of the City of Canby Parks Committee, and members of the consulting group CPW.

Previous Minutes: Not presented.

Treasurers Report: Not presented

Correspondence: We received a check from Canby Telcom for a \$500.00 sponsorship for the Canby Fun Run.

The Board was presented with the result of the April 15 district wide survey by CPW lead by Bob Parker.

Adjourned 8:30 p.m.

Next Meeting July 9, 2009

Submitted by Joe Driggers



Strengthening and uniting our community through parks, recreation and open spaces.

CAPRD Meeting Minutes
September 1, 2009
City Hall, 7:00

Attending: Bill Milne, Liz Thorstenson, Janie Malloy, Joe Driggers, and Don Morgan
City Liaison: Matilda Deas

Previous meeting minutes: There was no meeting in July, and the June minutes will be presented at the October meeting for approval.

Bank Balance: \$1525.32

The Board approved payment of an invoice for Michelle Webber for Fun Run materials of \$35.00.

Board member Janie Malloy reported on the Legacy Park dedication and CAPRD's role in the presentation of the park to the community. The dedication was made by Mayor Thompson with several City Council members, and City staff members present.

Boardmember Don Morgan reported on activities associated with Clackamas County. He said that Dan Barth was the likely replacement for the retire Dan Zinzer, the former head of the county parks.

The balance of the meeting covered the preparation for the Fun Run scheduled for September 12.
Adjourned 8:30 p.m.

Next Meeting October 8, 2009

Submitted by Joe Driggers



Strengthening and uniting our community through parks, recreation and open spaces.

Board Meeting 12/10/09

Held at City Hall, 7 p.m. – 8:40 p.m.

In attendance: Bill Milne, Liz Thorstenson, Tilda Deas, Don Morgan, Janie Malloy

Treasurers Report – Joe was not in attendance to go over the report. The board discussed a donation to Canby Kids from the Fun Run. A \$500 donation was approved.

Campaign Agenda – Janie presented her publicity and campaign agenda for the 2010 levy. The possibility of postponing the levy until 2010 was discussed. Don felt that trying to get a levy passed in 2010 was too difficult. The general consensus was to postpone it if possible, but to move forward as if we were going out for a 2010 levy. Bill, Janie and Joe have met twice as an executive committee, and proposed doing both a tax-based levy and a bond. Janie's presentation included framing the message, and needing to come up with a campaign name. The following committees were established and agreed to:

Finance, headed by Bill

Communications, headed by Janie

Volunteers, headed by Liz

Rules/Pac, headed by Don & Joe

Campaign Executive Committee, headed by Joe, including Bill, Matilda and Janie

The purpose of establishing these committees is to have a board member who can work with the chairpersons and be the board liaison. More ad hoc committees will be needed (for instance fundraising) but they will fall under one of the above committees (for instance fundraising would fall under finance).

The following stakeholders were identified, and board members are to contact them before the January meeting, and secure a place at an upcoming meeting to make a presentation, the CAPRD Campaign Update, to keep these groups informed on our progress, and get their feedback/buy-in.

Bill - Canby Livability, Adult Center

Joe - Rotary, Kiwanis

Don - VFW

Liz - Mom's Club, Canby Community Education (stay & play)

Tilda - Churches, Canby School District, Boosters, City Council, YMCA

Janie - Canby Connection, Canby Kids, Chamber, Gators, Canby Swim Center

Liz requested Janie put into words the talking points for this contact. She also let Janie know that she was assigned as an administrator on the CAPRD Facebook page.

Meeting adjourned.

Talking points for stakeholders:

- Introduce yourself and let them know you are a board member of CAPRD.
- You are contacting them because their group is an important and valuable stakeholder in the community and we want to keep them informed of our activities.
- The CAPRD board would like to be placed on an upcoming (march?) board meeting agenda to make a 15-20 minute presentation, the CAPRD Campaign Update.
- The presentation that will cover:
 1. How CAPRD is working to meet its objectives.
 2. The levy to get a funded Parks and Rec Program started.
 3. The feasibility analysis of a community center and sports fields.
 4. Questions & feedback.

P.O. box 943 Canby, Oregon 97013 * CAPRD.org