



Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

Stuhr Center Advisory Committee Meeting

Date: August 20, 2012

Time: 10:00 a.m.

Location: Off-Site

In Attendance

Committee Members: Robert Cannon, Harold Eves, Edith Frahm, Diane Jarvis, Dave Magee, Doris Regan & Norm Vaillancourt
Staff: Lisa Novak, Linda Jo Enger and Brenda Peterson
Guests: Laurel Reilly (Liaison from the City of Beaverton Senior Citizens Advisory Committee)

I. Call to Order

Dave Magee, Vice Chair, called the meeting to order at 10:30 a.m. Doris thanked everyone for the poster-sized card and the well-wishes. It really brightened her days away from her home. Doris respectfully request to resign as the Chair of the Committee. David Magee will be taking the Chair position for the remaining meetings this year.

II. Approval of Minutes

R. Cannon noticed that Brenda reverted back to her former job in printing Jenkins instead of Stuhr. R. Cannon made a motion to approve the minutes as corrected. The motion was seconded (not recorded) and approved unanimously (quorum established).

III. Financial Report

The financial summary, prepared by the Accounting Department, for April-July 2012 was not available. The final summary for fiscal year July 2011-June 2012 will be sent with the August minutes. Brenda provided a recap and pie-chart of the income to the Foundation for the fiscal year July 2011-June 2012.

MOTION: N. Vaillancourt moved to pay the \$12.57 shipping charges for the preapproved purchases of exercise equipment [the preapproved \$500 was included in the exercise equipment purchase; minutes: January 9, 2012]. The motion was seconded by H. Eves. Unanimously approved (quorum established).

Challenge Grant 2012-2013: New Purchases for the Elsie Stuhr Center (\$7,000.00)

MOTION: E. Frahm moved to spend up to \$6,000.00 with matching Challenge Grant funds (total \$11,000.00) to include the purchase of an AV cart and shelving for the Center. [Motion for door was made and approved at May meeting.] Motion was seconded by R. Cannon. Unanimously approved (quorum established).

- AV Cart (including projector/DVD/podium/speaker system) Total: \$4,500.00
- Racks/Shelving Total: \$3,000.00
- Automatic Door for Fitness Room (see second bullet under Unfinished Business) Total: \$3,500.00

Automatic Door Opener (Fitness Room)

Staff has secured the bid for an electrician. We are waiting to schedule the work. [Excerpt from May minutes: **MOTION: H. Eves moved to use Challenge Grant funds and Advisory Committee funds to purchase a 1-door automatic opening system into the Fitness Room from the lobby.** (This motion will be deferred until July 1.) Base price: \$3,995.00 (1/2 = \$1,997.50). The motion was seconded by D. Jarvis. Unanimously approved (quorum established).]

Pickle ball court Motion: Lisa brought up information about the possibility of making the basketball court in back of the Center into a Pickle ball court. The Committee thought it would be something that they would like to support due to the recent popularity in ping pong. They felt the Stuhr Center patrons would use it. Total: \$1,500.00

MOTION: N. Vaillancourt moved to support the reconfiguration of the basketball court up to \$750.00, to include posts and lines. H. Eves seconded the motion. The **motion tabled** until spring 2013 because 1) another \$3,500.00 is needed to color and resurface the courts, 2) predicting upcoming weather issues during the proposed project timeline and 3) waiting to see if additional Challenge Grant funds will become available in order to support it.

Sprinkler System Purchase for Remembrance Garden

Update: all members were contacted by Linda Jo to ask for approval to spend \$975.00 to install a sprinkler system in the Remembrance Garden. All approved the purchase verbally...

MOTION: H. Eves moved to spend \$475 with matching Challenge Grant funds from fiscal year 2011-2012. Motion was seconded by N. Vaillancourt. Unanimously approved (quorum established).

Scholarship Fund Donation: Marlene Adams generously donated \$500.00 to the Elsie Stuhr Center Scholarship Fund. A brick will be engraved, in the garden or on patio, in her honor.

H. Eves made his annual donation to the Harvest Festival raffle. Harold's generosity is a wonderful contribution to this event. Staff purchased a 50" television and BluRay DVD player for a raffle.

Linda Jo mentioned that the new poster frames in the hallway [purchase approved April 9, 2012] are a good visual reminder of the events in the Center and around the Park District.

IV. **Unfinished Business**

Harvest Festival:

Volunteers have been working their hearts out, every day, organizing the incoming donations. Some fear that the donations are lighter than usual.

Thursday Social Dance:

Starting September 20, 2012, Thursday dancers will pay a \$5.00 admission and the band will receive a \$15.00 increase (\$45 x 3) to \$135. [Motion approved April 9, 2012.]

Farmers Market:

The Stuhr Center Advisory Committee represented the Center on a slightly rainy Saturday, August 18 in the Community Booth. They sold all pastries (financial donation) and water/soda (donation) was available to purchase as a fundraiser for the Center. They handed out fliers for the Harvest Festival and loved the large Harvest Fest poster for display. Advisory Committee members in the booth were Norm, Harold, Diane, Dave and Robert and guests Cece and Howard helped out, too. Norm mentioned that he'd like to see the Committee recruit some younger members to help out next year. (Reminder this event has a \$25 fee for the Community Booth.)

Gallery (art) Hanging System:

Doris is committed to honor her late husband by donating the funds needed to purchase this system. The gallery hanging system will display art in the Center. Staff will order the equipment soon.

Goals 2012-2013	Status	Expansion Goals 2011	Status
None listed.		TV's in the fitness room	On hold, waiting for more information on speakers/sound for the room.
		Internet connection and computer for public	Waiting to pull cable, but WiFi is available.

V. New Business

City of Beaverton – Senior Advisory Committee

- Laurel reported that the Senior Advisory Committee hosted three meetings since we last met.
 - June: Community Vision Advisory Committee presented as well as a Medicare specialist.
 - July: Vision Action Network presented. (This meeting was held here at the ESC in the new Willow Room.)
 - Gift Shop replacement idea: to have a seasonal Holiday Bazaar for the consigners.
 - August: Washington County Libraries presented on their program to mail books and activity kits to homebound residents. As a co-host, the committee also spent time planning the annual Health and Wellness Resource Fair here at the Stuhr Center, Friday, October 5.
- Dave brought a letter and he requested that all of the Advisory Committee members sign it, too. This letter is addressed to Jack Shadrach, thanking him for his many years of service to the Elsie Stuhr Center. Jack logged more than 5,000 hours in his seven years volunteering at the Stuhr Center. [Jack was recognized by staff in the dining room at lunch and by the Committee and the staff again after the meeting in the lobby.]
- Diane wanted to remind the Committee of the donation of \$100.00 to purchase a sequoia tree in honor of Linda Jo and the Advisory Committee for their hard work and many hours of participation in the planning and executing of the Stuhr Center Expansion, Bond Project 2008.
 - Diane respectfully requests approval of her resignation from the Elsie Stuhr Center Advisory Committee, due to health reasons. Diane joined the Committee in 2009 and has volunteered and participated in most of the activities around the Center and outside the Center representing the Elsie Stuhr Center. Thank you for your time!
 - Linda Jo asked Diane to serve one more month to help us find her replacement. She has agreed to that. In January, applications were submitted for an open position. Brenda will send out copies of those applications to be reviewed and to potentially fill Diane's seat on the Committee.
- Robert inquired about raising the television in the Cedar Room for better viewing for the movie. Linda Jo said that we have the wall mount and will look into it.

Superintendent Report

- Lisa mentioned that the staff at Pilgrim Lutheran School would like the Park District to look at resurfacing the pathway with a soft surface. Lisa mentioned that the cost for the project would be near \$10,000.00. Ideas were discussed; maybe the fitness classes could work with the students at the school in a spring fundraiser. This would show support for the project. The Center may be willing to provide support with marketing and with the event. "I circled the Center" could be a theme idea.

VI. Next Meeting will be held on Monday, September 10 at 10:00a.m. at the Reserve Golf Course.

Meeting adjourned at 1:00 p.m.

Respectfully submitted,

Brenda Peterson
Recording Secretary