



FRIENDS OF PIER PARK

A 501(c)(3) dedicated to enhance and advocate for our 88 acre park

MEETING MINUTES

Date: 2/26/18

Attendees: Matt Kuntz, Keola Morley, Kelly Pergande, Mary Ann Aschenbrenner, Dave Blado, Steve Davis

Location: St Johns Library

Notes Taken By: Steve Davis

Call to Order Time: 6:36 PM

- **PP&R Updates**
 - Youth Dynamics Fun Run was rejected because it conflicted with the UoP clean up event
 - Bathroom Update – no update
 - X-Cross Bike Area/Track – no update
 - Graffiti removal update - ongoing
 - Golf course donations box had another unsuccessful attempted break in. The box was damaged and will be repaired. A sticker will be added indicating that the box is emptied daily to discourage further theft attempts.
 - University of Portland clean up day 3/24/18 – Allison has been working with Patrick, the new student coordinator from U o P, to plan the activities. Approximately 92 students are expected to attend. AI: Kelly will contact Starbucks and New Seasons for refreshment donations.
- **Approve Previous Meeting Minutes**
 - January meeting minutes were approved
- **Treasury Report**
 - Total of \$5466.81 in treasury, which includes \$253.70 in Paypal
- **FoPP Updates**
 - Community Expo Update; FoPP had a nice table & display. Attendance seemed down from last year. No merchandise sold. A few mini-discs were given away. A St Johns librarian discussed the possibility of collaboration with a children's nature book reading to be combined with a walk in the park. (follow up – action item needed?) Some new people signed up for the FoPP newsletters AI: Matt took an action item to insure that they get added to the Mail Chimp master roster.
 - Movie in the Park research – the cost for movie event from PP&R seems too high for FOPP to fund. The possibility of DIY event was discussed.

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- Solve –Earth Day – April 21st - Collab with Stumptown?, AI: Matt will contact Brian from Stumptown Disc Golf to see if they can generate volunteers to help with golf course maintenance.
- Website – Hygiene, update processes: calendar needs updating, text is out of date & needs refresh, FoPP needs a communications strategy and process. AI: Matt will take an action to reach out to Sammy regarding web site maintenance
- Merch – are items selling? No. Do we need to lower prices to try spur sales. A motion was proposed and passed to lower prices of hats from \$20 to \$15 and Tote bags from \$15 to \$10. (AI: Mary Ann to make pricing change to web site) We will have some items at the UP and Solve/Earth Day clean up events to give away via free raffle to the volunteers. (Need AI to set this up on the day?) Keola took AI to reach out to the Cathedral Park Performing Arts Collective to put together a FoPP merch bag to raffle at their banquet.
- Member/Resource Spreadsheet Update – is it being kept up to date; does it align with the MailChimp dist list? For example, what is the process to onboard new interested members, like those who signed up at the Expo. Or those new folks who show up at meetings. See Action Item
- Flagship FoPP Annual Event: Several possibilities were discussed including ; picnic, golf tourney, DIY movie, collaboration with CPPAC for music and entertainment, possible caterers. Late summer seemed best time. AI: Matt took AI to continue working on this topic.
- **New Business**
 - Oregon DoJ form CT12 was recieved by Mary Ann and passed on to Keola who took and AI to fill out and submit.

Motions Carried:

- January Meeting Minutes approved
- Merchandise price reduction

Motions Failed: none

Adjournment Time: 7:30 PM

Action Items:

- Matt: Golf Course Sign Sponsorship – Matt finalizing paperwork with Jessie regarding FoPP/PP&R overall partnership
- Matt: Web/Blog/Communication Strategy - Matt reach out to Sammy regarding web site maintenance, etc.
- Matt: Plan and Process to keep member directory & email dist list synchronized. Matt will update new members in MailChimp.

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- Matt: Solve/Earth Day – Reach out to Stumptown Disc Golf to get volunteers for work parties that day.
- Kelly: U P Clean Up Day – Reach out to Starbucks & New Seasons for food and drink donations
- Keola: Merchandise – Reach out to CPPAC re: a FoPP Merchandise gift bag raffle.
- Keola: CT12 form – Complete and submit CT12 tax form.
- Mary Ann/Sammy: - Make merchandise pricing change on web site.
- ? : Library/FoPP colloboration – who needs to follow up?
- ? U P/Solve clean up events merch raffles – who? – needs to procure tickets procedure to facilitate a drawing for merchandise give away

Friends Core Values:

- Enhance Park safety and accessibility for all
- Enhance and restore Park's natural beauty and biodiversity
- Enhance and restore Park play and recreational features
- Build relationships with Park users and community, including all age educational components
- Advocate for the Park while working alongside Portland Parks and Recreation