



FRIENDS OF PIER PARK

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

MEETING MINUTES

Date: 3/19/18

Attendees: Keola Morley, Kelly Pergande, Mary Ann Aschenbrenner, Allison Parker, Steve Davis, Patrick Watson

Location: St Johns Library

Notes Taken By: Steve Davis

Call to Order Time: 6:35 PM

- **PP&R Updates**
 - Bathroom Update – Tentative timeline for new bathroom by the corner of N. James St & Bruce St follows, complexities involved include new ADA compliant sidewalk & fountain and new power;
 - May 18 – design Specs
 - Summer 18 – permitting, bids out to contractors
 - Early 19 – Construction
 - X-Cross Bike Area/Track – no update
 - Golf course donation box repair was completed & sticker was added indicating that the box is emptied daily.
 - Old Brick Bathrooms - No update. Action Item for FoPP Board is to formulate proposals for future uses to support PP&R funding of restoration.
 - University of Portland clean up day 3/24/18 – Approx 100 students are expected. Mary Ann will order donuts from Heavenly Donuts, Keola will pick them up and buy oranges, Kelly will bring coffee donated by Starbucks
- **Approve Previous Meeting Minutes**
 - January meeting minutes were approved
- **Treasury Report**
 - No change from last month Total of \$5466.81 in treasury, which includes \$253.70 in Paypal
- **FoPP Updates**
 - CT12 tax form was submitted to the state. Action Item done by Keola.
 - 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.
 - AI: If FoPP gives Allison a 8x11 printout advertising that golf course maintenance will be included & inviting golfers to sign up, she can put one up at the first tee. Steve will draft the sign.
 - AI - Mary Ann to put similar text on FoPP web site.

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- AI: Allison will reach out to Brian from Stumptown to develop a list of course maintenance needs.
 - Website – Hygiene, update processes: calendar needs updating, text is out of date & needs refresh, FoPP needs a communications strategy and process.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 – In February motion passed to lower prices of hats from \$20 to \$15 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. (Action Item to set this up on the day? Steve/Keola
 - AI: Keola - reach out to the CPPACeto put together a FoPP merch bag to raffle at their banquet – done.)
 - 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**

Motions Carried:

- February Meeting Minutes approved
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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.
- Matt: Solve/Earth Day – Reach out to Stumptown Disc Golf to get volunteers for work parties that day.

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- Kelly: U P Clean Up Day – Reach out to Starbucks & New Seasons for food and drink donations - Done
- Keola: Merchandise – Reach out to CPPAC re: a FoPP Merchandise gift bag raffle. Done
- Keola: CT12 form – submit CT12 tax form. Done
- Mary Ann/Sammy: - Make merchandise pricing change on web site.
- Kelly : Library/FoPP collaboration – reach out closer to summer
- Steve: Solve clean up events merch raffles – procure tickets and set up method for a drawing for merchandise give aways at volunteer days
- Board: for FoPP is to formulate proposals for future uses to support PP&R funding of restoration.

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