

STAFFORD HAMLET  
BOARD MEETING

Minutes

October 6, 2018

Chair Jay Minor called the October 6th Board meeting of the Stafford Hamlet to order at 8:14 am at the Stafford Elementary School, West Linn, OR.

Attendance:

- ❖ Board Members Present: Richard Fiala, Jana Lombardi, Bill Markt, Jay Minor, Matthew Palmer, Len Schaber, Joe Wikoff
- ❖ Excused: Dave Adams, Mary Moore
- ❖ Absent: Walt Gamble
- ❖ Staff Present:

Approval of Agenda:

The agenda was unanimously approved.

Approval of Minutes:

The September 11, 2018 Community and Board minutes were presented for review. Bill Markt moved to approve the minutes and Richard Fiala seconded the motion.

**Vote:** approved, 7 - yes, 0 - no, 0 - abstain.

Financial Report:

Joe Wikoff reported that he has yet to reconcile the bank statements. Joe is still working on the final numbers for the Family Fest. Joe reported that Jay Minor added a donation of \$540 for T-Shirts for volunteers. Joe explained his detailed report of Family Fest donations, expenses and other details.

Bill Markt moved to approve the payment of bills. Len Schaber seconded the motion.

**Vote:** approved, 7 - yes, 0 - no, 0 - abstain.

Joe Wikoff said he would send the report to the County when the bank statement comes.

Committee Reports - Town Hall:

Jana Lombardi reported the January 12th Town Hall will be the Hamlet Board elections and feature disaster preparedness as the topic. Jay Minor asked if Jana is getting any help in organizing Town Halls. Jana Lombardi said she has asked Mary Moore to help, but Mary has

limited time because she is in school. Matthew Palmer said he can help Mary Moore in January. Jana Lombardi will reconfirm the January Town Hall speaker.

#### Committee Reports - Communications:

Jay Minor asked if the contract for the website has been voted on. Jana Lombardi said she has only sent out the contract.

Bill Markt moved to approve the contract for the website. Richard Fiala seconded the motion. **Vote:** approved, 7 - yes, 0 - no, 0 - abstain.

Jana Lombardi said the Board will still be able to update and change the content on the website.

#### Committee Reports - Public Relations/Lobby:

Jay Minor reported he has talked to West Linn Mayor Russ Axelrod, and Mayor Axelrod reported the city is still waiting on the attorneys to finish reviewing the three city intergovernmental agreement (IGA). Jay reported he and Dave Adams will meet with Lynn Peterson, the incoming Metro President, before the end of the year.

#### Committee Reports - Family Fest:

Bill Markt reported there were 650 to 700 attendees. Bill said they ended up with enough volunteers. The committee has talked about having fewer meetings next year. Richard Fiala said that Jane Colmer has said she would like to join the Family Fest Committee.

#### Committee Reports - Agriculture:

Richard Fiala reported the Fialas are happy to host the Family Fest. Richard reported the grape picking is nearly done.

#### Committee Reports - Historic/Outdoor:

Ann Culter said there is no update. She said that the report still needs to go on the website, and that Nancy Phelps article on conservation efforts still needs to be posted as well. Jay Minor said someone should talk to the new website person about adding the reports.

#### Committee Reports - Archive:

Jay Minor said there is no news. He has some maps for archiving.

Old Business/New Business - Board Candidate Election Positions/Application Deadline/Election Date:

Walt Gamble, Dave Adams and Jay Minor are not running for reelection. Len Schaber and Jana Lombardi are running for reelection. There will be two at large and one under five open. Ovi Ragalie is interested in running, and there are still two open positions.

Bill Markt reported his new neighbor, Katie Krider, applied to join the Board.

Richard Fiala asked if the Board can appoint a new member if needed, and consensus was no.

Jay Minr encouraged everyone to get their applications in because candidates must be approved 30 days before the Board election. Applications must be in before the December 11 meeting.

New Business:

Len Schaber suggested the Hamlet Board get caps made. Bill Markt asked if Rick Cook's people do hats. Richard Fiala suggested a nice looking hat. Jana Lombardi asked if there could be options, and she said she did not want a baseball cap. Jay Minor said the topic could be discussed further later.

Adjournment: Chair Jay Minor adjourned the meeting at 8:45 am.

There was no Community meeting in October due to the Candidates Forum on October 6th.