



**CITY OF MOLALLA**  
**Parks CPC Meeting Minutes**  
**August 7, 2023**  
**5:30 pm**  
**Clark Park**  
**815 Shirley Street**

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**1. CALL TO ORDER AND ROLL CALL**

- Present: Tina, Nicole, Betty, Bruce, Jody, Crystal
- Call to Order: 5:40p

**2. CONSENT AGENDA**

1. Approval of Meeting Minutes – July 10, 2023
  - ❖ Approved

**3. GENERAL BUSINESS**

- Recap Garage Sale Yo-Yo
  - Funds Raised Tally
  - Discussed:**
    - ❖ Amazing first Garage Sale Fundraising Event. Total collected was \$2704.75! An incredible Thank You to the community members that graciously donated items for us to sell. This event should be repeated yearly, however, at possibly one location and more time to prepare. Traffic Signs were an immense help.
    - ❖ Grant access becomes available with more fundraisers we have as a committee. Fundraisers will provide the community support needed to access grants.
    - ❖ No specific fundraising goal is required to apply for grants. As a committee our overall goal, noted in 2022, was to fundraise approximately \$5,000.00
    - ❖ All money collected from the Garage Sale Fundraiser went directly into the Molalla Parks Fund.
- Pickleball Court Updates
  - Discussed:**
    - ❖ Pathways are almost complete
    - ❖ Grand Opening would hopefully be a community event: newspaper contact invites, photo opportunities, moments to thank all companies whom generously provided donations.
- Celebrate Molalla
  - Donation Letter – Celebrate Molalla
  - Volunteers
  - Volunteer Schedules
  - Finalizing Ideas
  - Discussed:**
    - ❖ CPC will utilize Concession Stand at Clark Park
    - ❖ Donation Letter Request will be drafted requesting a donation amount of \$50.00
      - We plan to send out a Donation Request Letter to local businesses, aiming to secure their support.

- The contributions received will enable CPC to avoid using funds already raised or donated to the Molalla Parks Fund.
- Any donations received will be used to purchase limited amounts of supplies, which in turn will be sold in the Concessions Stand.
- We intend to be mindful about our food purchases and avoid buying excessive amounts.
- Any remaining donation funds not utilized for the Concession Stand will be directed towards the parks fund.
- ❖ CPC will also have a booth
  - Jody and her son Kacey will be making Balloon Animals which will be sold by Donation.
  - A Donation Jar will be available at the booth along with park information, similar to the booth visited during 2022 Celebrate Molalla.
- ❖ Ideas for Concession Stand are:
  - Chips
  - Nachos
  - Drinks: sodas and waters
  - Popcorn
  - Tacos / Hot Dogs/ Nachos / Cookies
- ❖ Pricing will be determined once research has been completed regarding pricing. Jody confirmed she would assist with this Action Item.
- ❖ Jody confirmed her daughter Kheely and Friends will be collecting/replacing Blue Recycling Bags during the event. This will provide as an extra means of fundraising for Molalla Parks.
- ❖ Nicole/Jody will reach out to Living Waters Youth Group for additional volunteers
- ❖ Signage required: Order Here. Pick Up Here, itemized pricing, Visit Stand/Visit Parks Booth, Donation Sponsor sign will be completed by Hernandez Kids, Donation Jars
- ❖ Sticky Notes will be used to take orders
- ❖ Volunteer time slots have been designated as:
  - 8A-11A/ 11a-2p/ 2p-5p/ 5p-8p
    - Bruce/ Betty/ Tina/ Jody have confirmed time slots
    - Pending confirmation: Emily, Rebecca, Nicole
- ❖ Tina T. will be the point of contact for donations.
  - Partnered with Friends of the Molalla Public Library (FOTMPL)
- ❖ Follow up items:
  - Number of people in attendance during 2022 CM
  - Crystal – square, cash box, change, permits, donation letter
  - Jody – item pricing research
    - Recycling Account
  - Tina – Popcorn Machine
  - Betty – Extension Cords and Power Strips

Fundraising requires a village. Brainstorming requires a community. Invite friends and family to next Parks CPC Meeting. Note: anyone can attend a Parks Meeting. Your parks need you 😊

NEXT MEETING – FOLLOW UP AUGUST 21, 2023 – TO FINALIZE IDEAS FOR CELEBRATE MOLALLA

#### 4. ADJOURN

- 7:05 PM

