

**VOLUNTEER
COMMITTEE**

Thursday, May 2, 2019

6:00 PM

McFarland Municipal Center
Conference Room A

AGENDA

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Discussion and Approval of minutes from April 4, 2019 meeting
4. BUSINESS.
 - a. Review Community Service Day 2019 with recommendations for 2020
 - b. Review Draft Volunteer brochure
 - c. Agenda items for next meeting
5. SCHEDULE NEXT MEETING DATE.
 - a. Next scheduled meeting is June 6, 2019 at 6 pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

VILLAGE of McFARLAND
Draft - VOLUNTEER COMMITTEE
April 4, 2019

Call to order:

Chairman O'Hearn called the April 4, 2019 meeting of the Volunteer Committee to order at 6:00 P.M. in Conference Room A of the McFarland Municipal Center.

Members present: Trustee Shaun O'Hearn (chair), Village Board President Brad Czebotar and citizen members: Ken Brost and Susan Smith.

Members absent: citizen member: Ella Tschopik.

Staff present: Senior Outreach Director, Lori Andersen.

Volunteer Coordinator present: Outreach Case Worker Katie Gletty-Syoen.

1. **Review and possible approval of the Minutes of the March 6, 2019 Volunteer Committee meeting.**
Motion by Brost, seconded by Czebotar, and carried 4-0 to approve the minutes of the March 6, 2019 meeting.
2. **a. Business: Verify completion of March tasks and review April tasks from timeline.**
The 11th annual **McFarland Community Service Day is scheduled for April 20, 2019.** Committee members reviewed their tasks that were completed and then, committed to tasks that need completion before and during Community Service Day.

b. Business: Discuss sign-up genius.
Gletty-Syoen reported that several people have been signing up on the sign-up genius website. She stated that Dennis Knutson, a past committee member, will merge his contacts and info to her e-mail and contacts. When asked, she said that social media will be involved using the hashtag "Resolve to get involved."

c. Business: Review and discuss brochure.
Gletty-Syoen is working on a new brochure. She is hoping to create new graphics and minimize the wording.
3. The next scheduled meeting is **at 6:00 P.M. on Thursday, May 2, 2019.**
4. **Agenda items to be discussed are:**
 - Discuss and evaluate the 2019 Community Service Day.
 - Volunteer Coordinator report concerning the brochure.
5. **Adjournment**
Motion by Brost, seconded by Smith, and carried 4-0 by acclamation to adjourn the meeting at 6:45 P.M.

Respectfully submitted,
Jackie Burger (citizen), Volunteer Recorder



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, May 2, 2019

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Review Community Service Day 2019 with recommendations for 2020

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, May 2, 2019

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Review Draft Volunteer brochure

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None



VILLAGE BOARD SUMMARY SHEET

MEETING DATE: Thursday, May 2, 2019

SECTION: Business

DEPARTMENT: Outreach

CONTACT:

AGENDA ITEM: Agenda items for next meeting

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

None