

**VILLAGE of McFARLAND
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