

**VOLUNTEER  
COMMITTEE**

**Thursday, June 4, 2020**

**6:00 PM**

**McFarland Municipal Center**  
*Conference Room A*

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/86965209858>

Or Telephone:

Dial US: +1 (312) 626-6799

1. CALL TO ORDER, ROLL CALL.
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
  - a. Approval of Minutes from March 5, 2020 Meeting.
4. BUSINESS.
  - a. Review Volunteer Spotlight Submission for McFarland Outlook, featuring Mary Rux for sewing face masks for poll workers and Village of McFarland staff and volunteers. Jim Heaton will be featured as the next Volunteer Spotlight volunteer for the fall issue of McFarland Outlook.
  - b. Discuss Cancellation of the McFarland Community Service Day, that had been scheduled for Saturday, April 25th.
  - c. Discuss options for organizing volunteer opportunities in the community with emphasis on social distancing and safety amongst COVID-19.
  - d. Discuss potential fall event for a Sustainability Fair.
5. SCHEDULE NEXT MEETING DATE.
  - a. Schedule Next Meeting for Thursday, July 2, 2020 at 6:00pm.
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](mailto:cassandra.suettinger@mcfarland.wi.us).

**Village of McFarland**  
**VOLUNTEER COMMITTEE**  
**March 5, 2020**

**Call to Order:**

Chairman Kryzenske called the March 5, 2020 meeting of the Volunteer Committee to order at 5:00pm in Conference Room A of the McFarland Municipal Center.

Members Present: Village Board Trustee Eric Kryzenske (chair), Village Board President Brad Czebotar, citizen member Ken Brost, citizen member Jen Tryzna.

Members Absent: citizen members: Susan Smith

Staff Present: Senior Outreach Director, Lori Andersen

Visitors Present: Emily Trainor, Habitat ReStore Director; Jim Mogden, Community Member & Habitat ReStore Volunteer

Volunteer Coordinator present: Outreach Case Manager, Katie Gletty-Syoen

1. **Approval of Minutes.** Review and possible approval of the Minutes of the February 6, 2020 Volunteer Committee Meeting.
  - a. Motion by Ken Brost, seconded by Jen Tryzna carried 4-0
2. **Public Comment**
  - a.
3. **Business**
  - a. Discussed Volunteer Spotlight nomination for June—Sept issue of the Outlook. Sayer Larson nominated Jim Heaton for his longstanding volunteerism to natural area restoration in McFarland. Katie Gletty-Syoen has interview scheduled with Jim Heaton for 3/10/2020, and will write article and submit along with his photo to Stephanie Miller for publication in Outlook.
  - b. Discussion about McFarland Community Service Day, Saturday, April 25<sup>th</sup>.
    - i. Received donation from Kwik Trip as \$50.00 in gift cards to use for refreshments. Brad Czebotar confirmed that Culvers will be donating 500 tokens for free custard. Czebotar has verbal confirmation from Shaun O’Hearn for a donation of free ice cream/coffee coupons from McFarland House Café. Katie Gletty-Syoen sent a letter to both McFarland House Café and McFarland State Bank for donation request.
    - ii. Procurement of Supplies: Katie Gletty-Syoen will ask Chris Dennis about borrowing the two coffee carafes from the Fire/Rescue Department. Katie Gletty-Syoen will contact Kwik Trip one week in advance of event to place order for refreshments, including coffee and fruit. Ken Brost and Brad Czebotar will collect carafes from McFarland Senior Outreach office and have filled at Kwik Trip the morning of April 25<sup>th</sup> along with the rest of the order. Habitat ReStore will donate work gloves, and Jim Mogden will drop off at McFarland

Senior Outreach. Katie Gletty-Syoen will procure remaining supplies, including paper towels, trash bags, spray cleaners, and reachers.

- iii. Site Changes: Committee discussed the potential addition of a shredding site. In past years this was hosted by the McFarland State Bank in their parking lot, but they have discontinued this service due to difficulty procuring a service, as well as traffic flow complications. Committee members have received feedback that this was a valued service, that seems to continue to have an association with McFarland Community Service Day, and it would be beneficial to include this as part of the event if possible. Jen Tryzna volunteered to look into other vendors that may offer this service. Katie Gletty-Syoen will check with the McFarland School District to see if the use of their parking lot would be possible. Katie Gletty-Syoen will contact McFarland State Bank to see if they would sponsor a shredding vendor off-site. Committee discussed the potential for using the Curling Club/Ice Rink for shredding, but chose not to pursue this venue, as the Curling season will be ongoing and youth soccer season will be peaking at that time, with spectators often using the parking lot for parking.

iv.

**4. Schedule Next Meeting Date**

- a. Next meeting scheduled for Thursday, April 9<sup>th</sup> at 6:00pm. Note that regular meeting time will be moved back to 6:00pm.

**5. Adjournment**

- a. Motion by Ken Brost, seconded by Brad Czebotar, and carried by 4-0 by acclamation to adjourn the meeting at 6:30pm

**Respectfully submitted,  
Katie Gletty-Syoen, staff member**



**VILLAGE BOARD SUMMARY SHEET**

**MEETING DATE:** Thursday, June 4, 2020

**SECTION:** Business

**DEPARTMENT:** Outreach

**CONTACT:**

**AGENDA ITEM:** Review Volunteer Spotlight Submission for McFarland Outlook, featuring Mary Rux for sewing face masks for poll workers and Village of McFarland staff and volunteers. Jim Heaton will be featured as the next Volunteer Spotlight volunteer for the fall issue of McFarland Outlook.

**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None



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**CONTACT:**

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**PREVIOUS ACTION:**

**ISSUE SUMMARY:**

**FINANCIAL/BUDGET IMPACT:**

**VILLAGE PLAN REFERENCE:**

**ORDINANCE REFERENCE:**

**BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:**

**ATTACHMENTS:**

None