



PLAYEAST!
East County Recreation

BOARD MEETING MINUTES

Tuesday, November 3, 2020
6-7:30 PM
Zoom

<p>BOARD PRESENT: Darren Riordan, Chair Fairview City Councilor Patricia Smith, Wood Village City Councilor Scott Harden, Wood Village Resident Tom Miles, Wood Village Resident Dr. Danna Diaz Reynolds School District</p>	<p>BOARD ABSENT: Mike Abbaté, Vice Chair Fairview Resident Chelsea Jones, Fairview Resident</p>
<p>STAFF PRESENT: Jairo Rios-Campos, Program Manager Nolan Young, Fairview City Administrator Greg Dirks, Wood Village City Manager</p>	<p>STAFF ABSENT:</p>

1. Call to order: Chair Riordan called the meeting to order at 6:06pm.

Minutes for October 2020: Smith motions to approve minutes, Harden seconds, and minutes pass.

2. Winter Programming:

Rios-Campos shares PlayEast Winter 2021 proposed in-person offerings, he mentions a facility has been identified to hold programming and depending on what the board decided Rios-Campos would move forward with finalizing agreement with the facility. Rios-Campos shared in-person offerings include soccer and basketball with two age groups of 3-5 and 6-12 for both programs, piano, art, yoga, and dance. Virtual class will include offerings PlayEast offered in the fall term. Rios-Campos Shared even though there were no participants registered for virtual classes this is still something PlayEast should offer, not knowing what the future holds with COVID and the weather.

Young mentions all the hard work Rios-Campos has put into get in-person recreation going for the programs target audience.

Miles asks if the reason PlayEast was looking for an alternative location for piano was so participants could maintain physical distancing. Rios-Campos agreed with Miles statement, he also mentions the potential of PlayEast needing to purchase their own equipment to offer programming.

Miles ask when the winter term usually starts. Rios-Campos notes winter terms usually take place the latter half of January. This gives time to ensure the recreation guide to be mailed out



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the first week of January and allows parents ample time to register participants. Rios-Campos shared if all classes are set with location, he will promote as soon as possible.

3. Program Ideas:

Rios-Campos shared an area the board could consider would be looking at what PlayEast currently offers and helping with those efforts, especially with facilities. Rios-Campos recommends using the funds from the City of Wood Village and look at renting facilities to run in-door programming. Rios-Campos also recommends using funds to buy equipment for programs, such as pianos. Dirks mentions that even though the financial literacy and digital programs are viable to the community, this might take additional efforts by the cities and look for additional resources. Harden was in support of the recommendation Rios-Campos made.

Young state purchasing the piano equipment allows us to potentially provide more piano opportunities when we can have in-person classes at Smith Memorial.

Rios-Campos shared he has reached out to Anthem Church for facility rental and is waiting to hear back from them. Their hourly rate is \$40 per hour. He also shared reaching out to the Troutdale sports facility, but they were in higher demand and did not believe there would be an opportunity to use their facility. Rios-Campos shared that the third location he has connected with is The Courts at Clear Creek. This facility is in the Gresham area but near Fairview and Wood Village. Rios-Campos shared that the best days of the week to hold programming would be the weekend (Friday and Saturday). Holding classes on these days gives us the best time available also. The rate for this facility is \$50 per hour, between both days a total of 5 hours and we would rent the facility for 7 weeks. Classes would only run for 6 but this gives an extra day for unforeseen events that could occur.

Abbate joins the meeting.

Miles agrees with moving forward with The Courts at Clear Creek.

Discussion amongst the board was around facility located in Gresham city limits and if they were all in agreeance of proceeding with an agreement with the facility. Funds to rent facility would come from the \$10,000.00 contribution the City of Wood Village is providing PlayEast. Rios-Campos shared buying piano equipment could range from \$2,000 - \$3,000 depending on recommended equipment.

Abbate motions to pursue The Courts at Clear Creek as a facility to run in-person programming, Miles seconds. Motion passes unanimously.

4. East Metro / Financial Literacy Update:

Rios-Campos share he reached out to Metro East of potential partnership in helping with the digital divided. He shared after multiple attempts no one has responded and is looking for guidance in which direction he should direct his efforts.



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Rios-Campos share he reached out to Unlimited Choses, the contact that Dirks provided him for the financial literacy. He shared they have a comprehensive curriculum but unfortunate they will be dismantling at the end of the calendar year. Rios-Campos shared they referred him to talk with Metropolitan Family Services. Rios-Campos mentions he has a meeting set with Metropolitan Family Services to discuss partnership in providing financial literacy course.

Smith shares high interest in reaching out to First Community Credit Union to discuss potential partnership around financial literacy. Rios-Campos agrees and will continue to contact personnel at the bank. Smith agreed to help Rios-Campos in attempting to connect with the bank. Rios-Campos agreed to initiate contact and include Smith in those efforts.

Abbate shared he would like the PlayEast Board to recognize and extend gratitude to the Wood Village City Council for their contribution.

5. Fundraisers 5K / Dinner:

Riordan shared the board should consider looking into their fundraising strategies regarding the 5K and dinner. He mentions earlier discussion of postponing one of the 5K and focusing on establishing it once a year. Riordan also opens the discussion on what the board feels they should focus on for the fundraising dinner. Abbate mentions that the fundraising dinner has traditionally happen in the late spring early summer, he mentions that has been problematic. Abbate mentions having earlier conversation on the planning could help establish fundraising dinner in May or June.

Rios-Campos shared to the board where the program is to date financially to help inform them as they decide on the fundraising events. Rios-Campos mention that many of the budgetary revenue items have not met projections do to COIVD. Young mentions if you look at the percent column of revenue, it shows the program being at 25% of its revenue and that reflects us being 25% through the year.

Young states that the program is in great shape. The beginning start balance was \$7,000 more than anticipated. Young also mentions expenses are supported by the revenue generated by the program. Currently we are \$177.00 in the red without taking in count updated registrations for the fall term. Young affirms despite the pandemic the program is in line to cover all program cost.

Abbate ask if the Wood Village City Council contribution was reflected in the budget. Young stated it does not, but it will allow the program to fulfill its mission in lite of the pandemic.

Diaz mentions all Reynolds School District partners are hosting virtual fundraisers. Diaz share each organization has a website set to receive donations from sponsors at different levels. She also shared some have organized silent auctions to their events. Diaz shared since Multnomah County has still does not allow schools to provide in- building learning, it will be difficult to plan an in-person fundraiser.



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The board was in agreeance in exploring hosting a virtual fundraising event, some share this could be a moment to attract more sponsors and donations. The board also agreed to explore options on hosting a silent auction during the event.

Miles shared this is an approach the church has organized, he shared it is highly creative how this is being organized.

Rios-Campos shared if a virtual event is the direction the board wishes to go, they would have to look at a different platform besides the registration website. The website does not have the capacity to hold this type of event.

The board discuss creating bid items individuals could purchase that would directly go to the program.

Harden suggested holding the dinner later in the summer, giving PlayEast the ability to hold the event outside. Riordan mentions not wanting to lose the diner celebration with the community even if that event is not the fundraiser. Consents among the board to consider hosting a community dinner to celebrate the program with the mindfulness of not having the event impinge upon existing community events both cities host.

Rios-Campos shared if the board is looking for donations from business a minimum of 6 weeks in required by business for donations request. Rios-Campos recommends the board looking for auction items as early as possible.

Miles suggest looking at other who has created this sort of event, even if there is a consulting fee. Riordan agrees with Miles to look for assistance in running a virtual event. Riordan all suggest creating options for individuals to donate.

Riordan recommend creating a subcommittee to help develop the strategy for the event. Abbate agrees and suggest a few board members be a part as well as volunteers or a consultant. Abbate, Riordan, Smith, and Miles volunteer to join subcommittee. Board members agree to reach out to other and invite them to join subcommittee. Rios-Campos will also reach out to known colleagues that might have experience with such an event.

The consents of the board are to move in the direction of hosting a virtual fundraising event in the spring, with a potential of hosting a community event in the summer.

Rios-Campos will connect with subcommittee and plan first meeting with the purpose of locking down date for virtual event.

6. Other Items:

Abbate shares the board should looking into acknowledging the contribution for the Wood Village City Council. Riordan agrees finding a way to express appreciation. The board discussed writing a letter to the Outlook highlighting Wood Village's efforts. Young states



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“timing is everything”, suggestion holding off on the letter until the winter term has happen. This would allow the board to share what the additional contributions was used for. The board agreed with Young’s suggestion and agrees to go in that direction. Miles add getting testimony from instructors, participants and or parents would be great.

Abbate shares the board should looking into acknowledging the contribution for the Wood Village City Council. Riordan agrees finding a way to express appreciation. The board discussed writing a letter to the Outlook highlighting Wood Village’s efforts. Young states “timing is everything”, suggestion holding off on the letter until the winter term has happen. This would allow the board to share what the additional contributions was used for. The board agreed with Young’s suggestion and agrees to go in that direction. Miles add getting testimony from instructors, participants and or parents would be great.

7. Announcements:

Diaz share new metrics the Oregon Department of Education (ODE) has shared with the Reynolds School District. Diaz shared that ODE has removed the state metrics and will only use Multnomah County metrics to determine in-person learning, as of now the district does not meet those metrics. As of now the district will be in Comprehensive Distance Learning until January 27th, 2021. She shares all school must have a 2-month plan to ensure schools are ready for hybrid learning. Diaz also shared there is an uprise with COVID cases and share high precaution is need. Diaz share as of now the district is not eligible to bring students or partners into their facilities. ODE will contact the district when they are eligible to move into hybrid learning.

Rios-Campos mentions in-person offerings will fallow stricter guidelines to ensure everyone’s safety.

8. Adjournment:

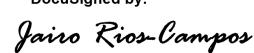
Chair Riordan adjourned the meeting at 7:16

DocuSigned by:

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Darren Riordan, Chair

2/26/2021

Date

DocuSigned by:

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Jairo Rios-Campos, Program Manager

3/23/2021

Date