



MINUTES
FAIRFAX OPEN SPACE COMMITTEE

16 Park Road, Fairfax

Tuesday, May 28, 2013, 7:30 PM

Mimi Newton - Chair

Susan Adams	Jacob Feickert
Mia Andler	Ruth Horn
Michael Ardito	Jack Judkins- Co Chair
Ted Bright	Nancy Rogers

1. Roll Call. Present: Mimi Newton, Jack Judkins, Susan Adams, Michael Ardito, Ted Bright, Ruth Horn. Public members attended: Jessica Green, Lynn Chen Bell.
2. Approval of May 2013 Agenda and April 2013 Minutes. With the addition to the posted Agenda of a discussion item for Upper Ridgeway parcels and with the correction of typos to the proposed Minutes, members approved the Agenda and Minutes unanimously. The June meeting was set for Wednesday, June 19, if the meeting room is available. Mimi will confirm.
3. Adoption of Proposed FOSC Budget – 2013 – 2014. (Mimi) Members discussed submission to Town Council of a proposed FOSC annual 2013 – 2014 budget that allows allocation of “minimal” funds to non-acquisition costs (compared to acquisition cost allocations). Members also discussed a request for Town funding to support FOSC non-acquisition costs. Jack moved, Ruth seconded, and the Committee approved unanimously that (a) FOSC request from the Town \$5,000 for FOSC non-acquisition costs and (b) FOSC submit to the Town a proposed budget with the following budget expenses:

Budget Expenses:
 - Non-Acquisition Costs \$5,000
 - Committee Operations - \$3,000
(mailing, stationary, USPS mailing permit)
 - Committee Fundraising - \$2,000
(FOSC logo products [e.g., t-shirts], projects)
 - Acquisition CostsJack agreed to prepare the budget proposal; Mimi would talk about the budget needs with Council Members.
4. Report and Establishment of FOSC General Plan Implementation Committee (GPIC) Task List and Schedule. (Jake, Mimi)
 - i. Action: Susan moved, Jack seconded, and members approved unanimously action that Jacob develop a framework of steps/approaches for preparing the Open Space Parcels Inventory as part of FOSC’s first year General Plan implementation tasks.
 - ii. Report: Upon members’ request, Mimi agreed to contact the Town Manager for a status report on the Town’s finalization and mailing of notification letter to owners of property listed on the Inventory (as provided in Open Space Element [OS-1.1.1.2]). She agreed to request that the Town add the “Willow property” to the list of parcels for owner notification letters to be sent by the Town. The four parcels are: “Ben Ross Property,” “Wall Property,” “Upper Ridgeway Parcel,” and now the “Willow Parcel.”
 - iii. Michael will attend the June 24 tree committee meeting.

5. Report and Proposed Actions on Fundraising. (Fundraising Subcommittee)
 - i. EcoFest Report and Proposed Actions – 2013 Fairfax Festival.
 - The Committee established the FOSC booth staffing schedule:
11 a.m – 2:30 (Saturday, Nancy & Mimi) (Sunday, Jack [and Susan])
2:30 – 6 p.m. (Saturday, Jack & Michael) (Sunday, Michael & Mimi).
 - The Committee established a pricing schedule and identified decorations/information/booth set-up materials to bring.
 - ii. Iron Springs June 18, 2013 Give Back Tuesday Event.
 - FOSC members who will attend: Susan, Jack, Mimi, Michael, Nancy, Ruth, Jake
 - Michael to issue press release to IJ, San Anselmo Patch, Pacific Sun; Michael will ask Town Clerk's office to post on Website and announce at Council meeting.
 - Michael will invite Barbara Coler and Linda Futrell to attend the event to receive a certificate of appreciation.
 - iii. Memorial Day 2013 Fundraising Event. (Mimi, Susan) Report on Sunday, May 26, 2013 event at 2 – 6 p.m. at Peri Park. Actions taken: Susan will prepare and mail thank you letters to donors and give Barbara a “donor thank you” to post on the FOSC website;
 - iv. Submission of TAM Grant Application. Discussion and action taken that Mimi with Jack will prepare & submit application for grant to acquire parcels. Applications are due June 26, 2013.
 - v. FOSC Schwag. No action taken.
 - vi. Trails – Hike-a-thon. Nancy reported on her hike-a-thon research to date. Committee agreed to agendaize (1) a presentation about use of a consultant to develop and operate a FOSC fundraising event and (2) possible action on County Open Space permit requirements.
 - vii. Upper Ridgeway Fundraising Report. No report.
 - viii. Report on MOST Grant Application for FOSC funding, other possible funding sources (e.g., Marin County Open Space District). Postponed to next meeting.
 - ix. Donation Thank You Letters Report. Jack reported that he mailed the donation thank you letters.
6. Report on Town Reconciliation Resolution. Jack reported that item is scheduled for June 5th Town Council's consideration.
7. Report and Establishment of Student FOSC Member or Liaison Position. (Nancy, Michael)
8. Discussion and possible action re: Development of a FOSC Calendar (Mimi, Susan)
9. Discussion and possible action re: gesture of appreciation for former FOSC member Barbara Coler (Mimi) The Committee agrees unanimously to give a gift of appreciation (paid with private funds). Susan agreed to obtain the gift for the Committee members.
10. Members' Expressions. None.
11. Open Time - Public Expressions. None.

Respectfully submitted for approval,

Susan Adams