

Town of Steilacoom
Parks and Community Services Advisory Board Meeting
Location: Steilacoom Town Hall, 1717 Lafayette St., Steilacoom, WA.
Minutes for August 24, 2021

CALL TO ORDER

Interim Board Chair Jim Burke called the inaugural meeting to order at 6:30 PM

ROLL CALL: Alex Chaney, Jeff Powell, Jim Burke, Barbie, Rick Clark, Theda Braddock, Jone Borhek, Barbie Anderson-Gonzalez
Excused: Jake Orthouse, Carol Saynisch

IN ATTENDANCE:

Mayor Dick Muri

Town Council Member Nancy Henderson

Town Administrative Staff: Mark Burlingame, Paul Loveless

Members of the Public

Public Comment

John Perry, resident of Lewis Lane, expressed his interest in the committee, preserving the livability of Steilacoom, and his commitment to sustainability.

Marianne Manning, Chambers Street, inquired about the community services component of the Board and what the plans are regarding this area.

Discussion / Action

WELCOME REMARKS

Mayor Muri thanked the members for accepting appointment to the Board. He gave brief overview of his vision for the Board and submitted a written outline of his remarks for the Board's reference.

Council Member Henderson welcomed the Board and thanked the members for their willingness to serve. She reminded the members of the importance of having a citizens' advisory group for the council and community.

Interim Chair Burke thanked the members for their willingness to serve and expressed his eagerness to get to work on projects relating to environmental sustainability.

BOARD MEMBER INTRODUCTIONS

Those members present gave a brief introduction including name, neighborhood, personal/professional background, and why they are interested in serving on the Parks and Community Services Board.

SELECTION OF NEXT MEETING DATE

Interim Chair Burke led the Board through a date selection process. The Board agreed that the next meeting will be held on Zoom. Town Administrator Paul Loveless will send out the Zoom link for the meeting and will post the meeting date, time, and link for the public.

Jone Borhek moved that we hold the next meeting on Monday, September 20, 2021, from 6:30-7:30 PM. Jeff Powell seconded the motion. The motion carried.

DISCUSSION OF EMAIL PROTOCOL

Nancy Henderson recommended that the Board members use a Town of Steilacoom email; but this is optional. Members are reminded that if they choose to use a personal email and there is a public records request, the personal email may be exposed in the request.

Per the Open Meeting Act training guidelines, when communicating by email, Board members are requested to write in the email subject line:
For Informational Purposes Only Please Do Not Reply:

OPEN MEETING ACT REVIEW

Interim Chair Jim Burke led a brief review and discussion of the Open Meeting Act.

DISCUSSION ON AMENDING RESOLUTION #969

Interim Chair Jim Burke led a discussion of how to undertake amending Resolution # 969. Board members participated in a broad discussion regarding board's name, scope of responsibilities, interests of members, possible subcommittees, and next steps. The Board agreed to reflect upon the name and to bring suggestions for action to the next meeting. The Board agreed to look at Resolution #969 and bring ideas for revision and update to the next meeting.

BOARD CHAIR POSITION

The Board will need to elect a chairperson and a vice-chairperson. Jim Burke agreed to continue as our Interim Chair until the next meeting when the full Board can be present.

Jone Borhek moved to table the chairperson vote until September 20, 2021 meeting.

Jeff Powell seconded the motion.

The motion carried.

ADJOURNMENT

Theda Braddock moved to adjourn.

Rick Clark second the motion.

Motion carried.

Adjourned 7:20 PM.

Respectfully Submitted,

Barbie Anderson-Gonzalez
Member
Parks and Community Services Advisory Board

Additional Documents

Mayor Dick Muri Submitted outline of his welcoming remarks.

Jim Burke, Interim Chairperson