CALL TO ORDER ~ Chair Marlene Parsons called the meeting to order at 6:00 p.m.

Present:
- Marlene Parsons, Councilor, Chair
- Bob Shackelford, Citizen at Large, Vice Chair
- Laura Reid, Councilor
- Donna Bradley, Parks Board Representative
- Carlos Soto, Chamber Representative
- Jeremy Turner, Citizen at Large
- Sherrie Gottfried, Citizen at Large

Absent:

Staff Attending:
- Debbie Lockhart, Deputy City Recorder

APPROVAL OF MINUTES: Sherrie Gottfried moved for approval of the October 2017 Minutes. Donna Bradley seconded. Motion passed as follows: Parsons, Gottfried, Reid, Turner, Soto and Bradley in favor with Shackelford abstaining.

APPEARANCE OF INTERESTED CITIZENS - None

NEW/OLD BUSINESS

- Adoption of a Policy for Placement of Informational Signs at the Focal Point: Carlos Soto moved to recommend that City Council adopt a resolution approving a policy for informational signs at the focal point similar to UR2013-160. Donna Bradley seconded. Motion passed unanimously as follows: Parsons, Gottfried, Reid, Turner, Soto, Shackelford and Bradley in favor.

- Establish K-FAB Mission Statement: Carlos Soto moved to adopt the following K-FAB Mission Statement: Promoting community well-being, events, and development by connecting people, ideas, and resources. Sherrie Gottfried seconded. Motion passed unanimously as follows: Parsons, Gottfried, Reid, Turner, Soto, Shackelford and Bradley in favor.

- Talking points for Visiting Neighborhood Associations: The following members will represent K-FAB at the neighborhood association meetings:
  - Southeast Keizer Neighborhood Association (SEKNA): Laura Reid
  - West Keizer Neighborhood Association (WKNA): Bob Shackelford
  - Greater Gubser Neighborhood Association: Carlos Soto
Representatives will inform neighborhood associations of events that would affect their neighborhood such as:
  o Runs
  o Bike Rides (such as Monster Cookie on April 29)
  o Bands approved for the summer concert series
  o Homegrown Theater events
  o Heritage Center/Museum/Library events and displays

- **Set Goals for 2018:** Board members set the following goals:
  o Vote on bands for the summer concert series at the amphitheater
  o Stay informed about Iris Festival
  o Work with Chamber on events and calendars
  o Post public events held at the community center on both Chamber and City Government calendars
  o Reader board at front of Community Center
  o Holiday events listed on all calendars and reader board
  o Promote Holiday parade

Carlos Sotos moved to approve the K-FAB goals for 2018. Bob Shackelford seconded. Motion passed unanimously as follows: Parsons, Gottfried, Reid, Turner, Soto, Shackelford and Bradley in favor.

**ELECTION OF CHAIR AND VICE CHAIR:** Bob Shackelford and Sherrie Gottfried were elected Chair and Vice Chair respectively by unanimous consent.

**CHAMBER REPORT:** Carlos Santos reported that the First Citizen Banquet was sold out. Chamber is gearing up for the Iris Festival and will be meeting every Thursday. Bobby Canini is the new chair and will be the community stage event coordinator.

Results from First Citizen Award Banquet:
  First Citizen: Joe Egli
  Merchant of the Year: Larry Jackson
  Educator of the Year: Jason Flores
  President’s Award: Matt Lawyer

**OTHER BUSINESS:** None

**ADJOURNMENT:** Meeting adjourned at 6:38 p.m.

*Next Meeting: April 23, 2018*

*Minutes approved: 04-23-18*

---

1 Staff determined that posting of non-government events would be inappropriate on the ‘City Government’ calendar, however a link was put on the City website to the Chamber calendar. Staff will also inquire of organizers of fundraising events if they would like their event advertised on media available to the City which would include the Chamber calendar and KeizerTV.