



***Festival Advisory Board - Regular Meeting Agenda  
Monday, October 28, 2019 - 6:00  
Keizer City Hall***

*Promoting community well-being, events, and development by connecting people,  
ideas, and resources.*

- 1. Call to Order**
- 2. Approval of Minutes – April 2019**
- 3. Appearance of Interested Citizens**
- 4. New/Old Business: Holiday Calendar Review**
- 5. Chamber Report – Shawn Lapof**
  - Turkey Dash Route
  - Holiday Lights Parade/Jingle Dash Route
- 6. Council Liaison Report – Elizabeth Smith**
- 7. Cultural Center Report – Laura Reid**
- 8. Neighborhood Association Reports -** Representatives will inform neighborhood associations of events that would affect their neighborhood such as: Runs, Bike Rides, and Amphitheater, Home Grown Theater and Heritage Center/Museum/Library events and displays
  - *Southeast Keizer – Laura Reid*
  - *West Keizer – Donna Bradley*
  - *Greater Gubser – Laura Reid*
- 9. Other Business**
- 10. Adjourn**

**Next meeting: January 27, 2020**

**Americans with Disabilities Act (ADA) Notice**

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**Festivals Advisory Board  
Meeting Minutes  
Monday, April 29, 2019 at 6:00 p.m.  
Keizer Civic Center**

**CALL TO ORDER** ~ Chair Bob Shackelford called the meeting to order at 6:00 p.m.

**Present:**

Bob Shackelford, Citizen at Large, Chair  
Sherrie Gottfried, Citizen at Large, Vice Chair  
Jeremy Turner, Citizen at Large  
Elizabeth Smith, Councilor  
Laura Reid, Councilor  
Shawn Lapof, Chamber Representative

**Absent:**

Donna Bradley, Parks Board  
Representative

**Staff Attending:**

Debbie Lockhart, Deputy City  
Recorder

**VOLUNTEER APPRECIATION:** Robin Wilson on behalf of the Volunteer Coordinating Committee thanked Board members for their continued dedication to the city and their volunteer efforts and distributed cookies as a token of appreciation.

**APPROVAL OF MINUTES:** Sherrie Gottfried moved for approval of the January 2019 Minutes. Jeremy Turner seconded. Motion passed as follows: Shackelford, Gottfried, Smith, Reid, and Turner in favor with Lapof abstaining and Bradley absent.

**APPEARANCE OF INTERESTED CITIZENS** – None

**NEW/OLD BUSINESS**

**REVIEW/APPROVAL OF FREE CONCERT BANDS:** Sherrie Gottfried moved for approval of the bands (The Fam Jam, Joe Stoddard, and Hope United). Laura Reid seconded. Motion passed as follows: Shackelford, Gottfried, Smith, Reid, Turner and Lapof in favor with Bradley absent.

**CHAMBER REPORT:** Chamber Representative Shawn Lapof reported that KeizerFest was in full swing, vendor booths are for sale, parade entries are coming in, and runs are being planned.

**PARKS BOARD REPORT:** Laura Reid reported that the Parks Foundation had donated money made from the Solar Eclipse event towards shade sails for the Big Toy at Keizer Rapids Park.

**COUNCIL REPORT:** Councilor Smith reported that work on River Road will hopefully be finished in time for KeizerFest, Council is discussing tenancy of the Buchanan

property at Keizer Rapids Park because the Parks Board has recommended reinstatement of the caretaker there.

**CULTURAL CENTER BOARD REPORT:** Laura Reid reported on the volunteer appreciation open house, announced the Colored Pencil Art Exhibit, reported that Keizer Homegrown Theater will be putting on “Who am I This Time” and holding auditions for “As You Like It” towards the end of May. The Library will be holding its semi-annual book sale May 15-18, and the Board is considering re-branding the museum to make it better.

### **NEIGHBORHOOD ASSOCIATION REPORTS**

- *Southeast Keizer (SEKNA):* Laura Reid reported that they had a presentation by the Chamber about KeizerFest activities at their last meeting and the Monster Cookie Ride had many participants.
- *West Keizer (WKNA):* No report.
- *Greater Gubser (GGNA):* No Report.

**OTHER BUSINESS:** Jeremy Turner reported that the Boys & Girls Club is redoing their garden with the help of MAK (Men of Action Keizer) and Randy Miller. They hope to have all the materials donated.

**ADJOURNMENT:** Meeting adjourned at 6:23 p.m.

***Next Meeting: July 22, 2019***

*Minutes approved:*\_\_\_\_\_

2019 Date	Event
November 6	Keizer Community Band, Veterans Concert – 7:00 pm City Hall
November 15	MCFD#1 Delivery of Food Barrels
November 23	McNary Holiday Bazaar – 9 am to 4 pm
November 28	Chamber Turkey Dash Run/Walk – <i>see Chamber website for details</i>
November 30	Santa arrives via helicopter at Volcano Stadium – Noon – 3 pm
December 2-25	Gubser Neighborhood - Miracle of Christmas Lighting Display
December	Keizer Elementary Choir at the Capitol Rotunda – 10:30 am
December 3	Chamber Tree Lighting Ceremony River Rd/Cherry Ave - <i>see Chamber website for details</i>
December 5	Keizer Fire District Santa Pancake Breakfast – 7:30 to 11:30 am Claggett Beginning Band/Jazz Band Concert – 7 pm
December 6-7	Keizer Homegrown Theater: Santa Land Diaries 7 pm <a href="http://www.keizerhomegrowntheatre.org">www.keizerhomegrowntheatre.org</a>
December 8	Keizer Homegrown Theater: Santa Land Diaries 2 pm <a href="http://www.keizerhomegrowntheatre.org">www.keizerhomegrowntheatre.org</a>
December 9	Chamber Gift Basket Food Sorted and Boxed – <i>See Chamber website for details</i> Forest Ridge Elementary 4th-5th Grade Orchestra Concert - 6:00 pm
December 10	Chamber Gift Box Gift Wrapping - <i>See Chamber website for details</i> Whiteaker Band Winter Concert – 6 pm Whiteaker Jazz, Concert & Symphonic Band Concert – 7:15 pm
December	Clearlake Elementary Choir performance at Capitol Rotunda - 10:30 am
December 11-13	A Very McNary Christmas: McNary Performing Arts - 7:00 pm Auditorium
December 12	Chamber Gift Basket Distribution - <i>See Chamber website for details</i> Chamber/Rotary Holiday Luncheon - <i>See Chamber website for details</i>
December 13	Food barrel pickup Marion County Fire District
December 13-14	Keizer Homegrown Theater: Santa Land Diaries 7 pm <a href="http://www.keizerhomegrowntheatre.org">www.keizerhomegrowntheatre.org</a>
December 14	Chamber Jingle Dash – 6:00 pm - <i>See Chamber website for details</i> Holiday Lights Parade – 7:00 pm - <i>See Chamber website for details</i> Heritage Christmas at the Heritage Center - 1 to 5 pm Marion County Fire District Food sorting @ Chemeketa Brooks Bldg 1 Arena & Delivery Whiteaker Middle School Choir at the Capitol Rotunda – 11:00 am Claggett Creek M.S. Choir at the Capitol Rotunda – 11:30 am
December 15	Breakfast with Santa – Keizer Fire Station 7:30-11:30 am Keizer Homegrown Theater: Santa Land Diaries 2 pm <a href="http://www.keizerhomegrowntheatre.org">www.keizerhomegrowntheatre.org</a>
December 16	Cummings Elementary Choir at the Capitol Rotunda – 10:00 am
December 17	Forest Ridge Elementary 4th-5th Grade Choir Concert - 6:00 pm Claggett Winter Choir Concert – 7:00 pm Claggett Creek Middle School Orchestra Concert - 7:00 pm Whiteaker Jazz Band at Gubser – 6:00 pm
December 19	Gubser Elementary Choir at the Capitol rotunda – 10:00 am Forest Ridge Elementary – Kindergarten Music Program - 6:00 pm Claggett Creek Middle School Winter Band Concert - 7:00 pm
December 20	McNary H.S. Choir at the Capitol Rotunda – 12:00 pm Marion County Fire District Candy Cane Day / Run Whiteaker Choir at Capitol Rotunda – 11:30 am
December 21	Keizer Fire District Candy Cane Day – 9:00 a.m. 6:00 pm
December 23	Marion County Fire District caroling at Willamette Lutheran & Applewood Retirement