

**The Partnership for Quality Living**  
**(Formerly CPRS District 2 Parks, Recreation & Leisure**  
**Hall of Honor Committee)**

**DRAFT MINUTES**

**June 19, 2018**

**Hagan Community Park**

**Cordova Recreation & Park District**

**297 Chase Drive, Rancho Cordova, CA 95670**

Committee Chair Sandi Kukkola called the Partnership for Quality Living (“PQL” or “Committee”) meeting to order at 10:02 am. Also present were members Wayne Lowery, Bob Overstreet, Heather Schelske, Barbara Wackford, and Charlie Willard. John Courtney, Kelly Gonzales, Terry Jewell, Angela Newman, Barry Trute, and Debby Walker were absent. Judy Quattrin was on Leave of Absence.

**Minutes of May 15, 2018.**

**Motion No. 1 The Minutes of the May 15, 2018 were approved by general consent.**

**Finance Report.** Finance Officer Charlie Willard presented a draft budget for July 2018-June 2019 primarily based on the year-end report for the current fiscal year. FY 2017-18 revenue total was \$1,500; expenses \$1,185. Proposed budget for FY 2018-19 was revenue of \$1,000 and expenses of \$1,575. The Committee will need to find funds to close the deficit that may include contributions from committee members.

**Motion No. 2 The FY 2019 budget of revenue \$1,000 and expenses of \$1,575 was approved by general consent.**

**Job Descriptions.** Members reviewed version four (v.4) of the Committee job descriptions with minor clarifications of some roles.

Heather Schelske accepted the responsibilities to chair the Public Relations/Social Media Committee. John Courtney has accepted new employment so Sandi will contact him to determine his availability for committee work. Judy Quattrin and her husband, Gary, have relocated so she is on a leave of absence until later in the year.

**SUBCOMMITTEE REPORTS**

**HOH Nominations.** Barb reviewed potential Hall of Honor Award nominations that have expressed interest in being considered for the 2019 Hall of Honor Awards.

**Public Relations/Social Media.** Members discussed the need to follow up with the Tahoe Rim Trail Association to see if a ceremony can be scheduled to present their award at one of their board meetings or another venue in Tahoe. A news release should also be prepared. Charlie offered to follow up.

Barb suggested that the Public Relations Subcommittee develop a standard procedure for following up after the awards banquet to help assure consistent publicity about the recipients and the PQL/HOH awards. Perhaps develop a checklist of public relations opportunities. PQL

can help with board presentations, news releases, newsletter articles, elected body (city councils, boards of supervisors, etc.) presentations, plaques, site medallions, etc.

**Partnerships & Alliances.** Bob emphasized that PQL needs to identify most likely organizations to approach about supporting the goals of the Partnership for Quality Life in order to facilitate feedback on PQL goals. An example included the Sacramento Visitors Bureau, American Society of Landscape Architects, and Building Industry Association.

**Timeline.** Members reviewed the timeline making adjustments to some areas. It was generally agreed to forgo Board meetings in July and August but subcommittees were encouraged to use that time for developing their action plans for the future. The Partnerships & Alliances Subcommittee will meet on July 17 at 11am.

**New HOH Members.** New member candidates should be invited to the September Committee meeting to introduce them to the inside workings of the organization.

**Adjournment and Next Meeting.** Meeting was adjourned at 11:15. The next meeting is September 18, 2018 at 10:00am at the Hagan Community Center.

Respectfully submitted,

Wayne Lowery  
Secretary

C:/lowery/doc/cprs/HOH Committee Min 18-0619