



## Regular Meeting Minutes

3-22-22

### **Intro/Welcome-**

*meeting start 1808hrs*

### **Attendance**

Maryn Otto  
Dana Wilcox  
Bert Tyler  
Eric Vance

### **Finance Report**

Checking- \$4736.04  
H3 Savings-\$3765.40  
PFHC Savings-\$2690.54

### **Spending-**

3/10/22 \$96.83 at QFC for supplies/refreshments for Personal Safety Class.

### **Old Business:**

#### **Plateau Free Helmet Campaign (PFHC) and Safe Rider Citations**

- 1) Can we still store them at RFWF? Yes, per Sarah Stratton.
- 2) Can we squeeze in a couple helmet related events in the community this Spring/Summer? Ideas? Utilize pre-scheduled events like "Sunday's on Cole" and "Street Fair".
- 3) Touch base with Avalanche Delite and find out if they will, again, match the price of coupons. Will they still honor last year's coupons? Do we need to add an expiration date on coupons?
- 4) Touch base with police and fire and get a coupon count and divvy out more if needed. Send an email with a recap of program and a reminder that the "helmet season" is beginning. Program is weighted as seasonal but truly can run throughout the year.

### **Youth Personal Safety Class**

- 1) Our first event as a 501c3!!!

2) We received \$117.25 in donations, from 3 attendees, for the class. The suggested donations was \$50. Our website donation is through Stripe and they take out a percentage.

2) Happened on 3/10/22. Taught by Maryn and Erik and went very well. We had 5 youth in attendance and 2 parents and a few other adults (connected to us) that attended.

2) The class was taught at the Senior Center and to thank the senior center for the use of their facility, we are teaching a senior personal safety class on 3/24.

3) Any plans to put on more classes? Yes but unsure of the frequency and dates.

4) Maryn to send a survey for feedback to attendees.

5) Dana entertained the idea of bring in The Taekwondo Connection in since they do a practical portion of a self defense class.

### **Holiday Helping Hands (H3)**

1) Keep thoughts coming. Don't wait until we are at "crunch time" to begin. Maryn is still brainstorming.

2) Sometime in August we will do inventory of our storage and update online registration application and draw up a program outline

3) September-Reach out and send emails/letters to past and potential donors.

4) September-Send letters/take letters to local business for donation collection locations

### **Website**

1) Needs some more content. Maryn would appreciate members to take a critical look at it and see where we need to add or rearrange.

2) We need board member bios asap. Maryn will send out a request for them soon.

3) Entertain a pro/head-shot photo shoot of each board member soon.

### **New Business:**

"In the works" activity/event ideas:

1) **Full Bellies**-gather a group of 6-8 kids and 2 adults to cook and serve. \$225, RFWF will supply food, we cook. Tentative date available is June 23<sup>rd</sup>. Confirm date with Colleen.

2) **Easter Egg Hunt** at Living Court w/Seniors-joint event with Prestige and sponsored by Fugate. April 16<sup>th</sup>, 1pm. It is the same day as the city's Easter egg hunt but we set it up for a later timeframe. Seniors will stuff eggs, Fugate Ford will sponsor for eggs and supplies. Dana will take care of the advertising posters for this event. We will share it on social media and our

website ASAP. Dana's co-worker has an Easter Bunny suit and is willing to dress up for the event. Maryn will offer free photos of kids with the Easter Bunny.

- 3) **Earth Day Clean-Up**-April 22<sup>nd</sup> 1600 hrs, Enumclaw Parks? Feed the kids afterwards? Weather pending. This event is still not set in stone. Dana is out of town this day. Maryn is confirming her schedule.
- 4) **Bike Pump Track Park**-approved as a park area by the city and ok for us to use-just north of Battersby on the west side of the trail, just inside the gate. BME is willing to do the dirt work. We need to scope out area. Put together a pros/cons list. Brings up the need to campaign for the skate park to be updated. Enumclaw is behind with parks compared to neighboring cities. Our skate park is in need of major repairs/updating. We would like to increase the use of our local parks.
- 5) **Play with a Cop/Firefighter**-we would like to informally start engaging with kids in the community who are out playing. To organize a little we put on the schedule the last Sunday of each month through August (April 24<sup>th</sup>, May 29<sup>th</sup>, June 26<sup>th</sup>, July 31<sup>st</sup>, and Aug 28<sup>th</sup>) for police and fire to make a point to stop at local parks and start a game of basketball, kickball, or dodge ball. If there are no kids engaged, have police and fire start the game against each other and ask kids to join one or the other's team. Plateau Kids will bring BBQ and hotdogs and feed the kids lunch. This also allows an audience for us to hand out upcoming event flyers. We could ask Dan the Ice Cream Man to make an appearance and donate ice cream/popsicles. Mocha Motion might also be willing to make an appearance and donate drinks.
- 6) **Hands Only CPR Class**-non certification course, for the public on Cardiac Awareness week June 1<sup>st</sup>-7<sup>th</sup>. Thinking of promoting a class at the FD for youth. PKN pay for refreshments and any supplies?
- 7) **Seniors mentoring Seniors**-we want to pair high school students with local senior citizens that have a need for social interaction. Meetings will be weekly or monthly and in public areas. If at assisted living, it will be in their dining rooms or day rooms. The senior center might be another great meeting place. Evergreen Club? We want to go a little slow on this project and build a solid prototype so we can get it approved in the schools and community. We will work towards a project outline first.
- 8) **3 on 3 Basketball w/ Police and Fire**-we put this event on the back burner to plan this year but host next year due to the complexity and size of the event.
- 9) **Bike Program**-Buckley and Ryan Rodenberg had a program where kids came and learned how to work on and fix bikes. After they put in so many hours, they would be allowed to assume ownership of a bike. Vance to reach out to the lady and find out details. This program could enhance our helmet program. \*Vance updated Maryn, post meeting, and said that PKN is welcome to the supplies-bike stands, tools and about 5 bikes, if we wanted them. We will bring it up at next meeting.

- 1) Bert met with the head of the Buckley Youth Center. She is a full time City of Buckley employee and has another part time employee and a couple volunteers. They host children ages 6<sup>th</sup> grade-18 years and have influence over the skate park. The attending students create the activities that they want to do and the youth center supports them. They are open to talking with us anytime.
- 2) Bert is going to meet with Sandy Williams at Mutual of Enumclaw and go over ideas of us using the auxiliary building (the gym-to the east of the big MOE building) for our meetings and futuristically a youth center.

### **Liability Insurance**

- 1) Dana and Maryn went to American Heritage (at the referral of RFWF) to inquire about liability insurance for PKN. They didn't have a definitive way to quote a rate due to the variance of activities and meetings PKN is projecting. They thought in the ballpark of \$5,000-\$12,000 per year. Without income, PKN will have major difficulty making that happen.
- 2) American Heritage sent us an application to fill out. Will need help filling it out completely because of the depth and details that its requesting.
- 3) Bert suggested to find out if we can just buy liability insurance per event. The Chamber does that. Will look into those details.
- 4) We need to fill out, sign and send in application to WSP to establish an account for background checks that is mandatory for volunteers. The account and requested background checks will be free to us as a nonprofit.

### **Funding Sources**

- 1) We need to begin exploring funding sources.
- 2) We are open to small grants but have concerns about being able to meet the requirements of larger grants, at this time.
- 3) Reach out to donors that have been waiting for us to get out 501c3 status.
- 4) The City is able and willing to give to us \$6000. We need to invoice them. We were told by city council that the ladies in finance can help us with those requirements.

### **Taxes**

- 1) We need to file 990N-which is the IRS postcard for nonprofits
- 2) We have until May 15<sup>th</sup> to comply
- 3) This is a top priority for Maryn and Dana-ASAP

### **Bylaws/Mission/Vision/Values**

- 1) We need to have a separate meeting (TBD-ASAP) to design our bylaws and M/V/V

2) Post on website ASAP

**Closing-**We all agreed that our next meeting should happen prior to the Spring season of activities happening. Maryn will organize schedules and send out invitations for next meeting.

*Adjourned 1922hrs*