

**MINUTES OF THE
WEDNESDAY, JANUARY 7, 2015
MEETING OF THE
MONTCLAIR COMMUNITY ACTION COMMITTEE**

**MONTCLAIR CITY COUNCIL CHAMBERS
5111 BENITO STREET
MONTCLAIR, CALIFORNIA**

CALL TO ORDER

Chairperson Banas called the meeting to order at 7:04 p.m.

SALUTE TO THE FLAG

Member Fondario led those present in the salute to the flag.

ROLL CALL

Members Present: Chairperson Peggy Banas, Vice-Chairperson Hollis Judkins, Members Elizabeth Alba, Mary Fondario, Laurie Milhiser, Arturo Padilla, and Mayor Pro Tem Carolyn Raft

Members Absent: Member Elnie Vannatim

Also Present: Human Services Director Marcia Richter
Senior Human Services Supervisor Michelle Castillo
Recreation Leader Emily Gomez-Medina

PUBLIC COMMENT

Benjamin Wood introduced himself as a resident of Montclair and an observer on behalf of the League of Women Voters in Claremont. He will be observing Community Action Committee meetings and taking notes. At the end of the year he will prepare a report to present to the League of Women Voters at a public meeting. He said he will not be commenting on agenda items during the Community Action Committee meetings.

APPROVAL OF MINUTES

Moved by Member Padilla, seconded by Member Judkins, and carried unanimously to approve the minutes of the Community Action Committee meeting of November 5, 2014 and special meeting of December 8, 2014.

ORAL AND WRITTEN COMMUNICATIONS

Ms. Richter stated that she had no oral or written communications to present and Chairperson Banas may proceed to old business. Chairperson Banas stated that the Senior Center will be presenting “An Afternoon with Pat Wooton” on Thursday, January 22, 2015 from 2:00-3:30pm. The presentation will be on how her life has changed. Chairperson Banas suggested it would be nice if members attended.

OLD BUSINESS

A. Community Benefits Funding Program

Ms. Richter stated that checks are being prepared and will be sent out to the agencies. Member Milhiser inquired if the checks are distributed during Council Meetings. Ms. Richter stated that checks are mailed.

B. 2014 Tree Lighting Ceremony

Chairperson Banas stated the Tree Lighting Ceremony was great, and the young women and men who volunteered did a wonderful job. Member Milhiser asked how many attended this year’s event. Member Padilla stated that he counted about 350 people. Ms. Castillo stated that 300 pictures were taken. Member Padilla stated that he saw a large crowd and many new faces although the crowd was bigger last year. Ms. Richter mentioned that the evening’s entertainment, from Our Lady of Lourdes School, the Montclair Walkers Choir, and the Montclair High School Glee Club, was outstanding. She mentioned that the high school Glee Club students singing outside for the public as they waited in line was a nice addition to the event. Member Padilla mentioned the public had good comments to say about the students singing. Member Milhiser stated that she thought everything ran efficiently and was organized and smooth. Ms. Richter stated that we received about 200 Santa letters, and every letter was read and received a reply in the mail. Ms. Richter handed a thank you card for Members to sign for Santa and Mrs. Claus (employees Rob and Ester Pipersky). Ms. Richter asked the Members for an approval to purchase a gift card to a restaurant for them. Member Milhiser made a motion, Member Padilla seconded the motion and the motion unanimously passed.

C. Holiday Home Decoration Contest

Member Banas stated the judging worked out really well, but they did not have many houses to judge. Member Judkins stated that not many people seemed to have their holiday lights up early. Ms. Richter noted that this upcoming year the presentation for the Holiday Home Decoration Contest will be held on December 21. Member Padilla stated that the rain may have been a factor in why there were less homes decorated, as he observed some people decorating their homes when he was out judging. Member Milhiser stated that she thought it was awesome how many houses were decorated and how the community did a wonderful job of decking the

halls and getting into the Christmas spirit. She stated that decorating houses is not an inexpensive thing to do, with all the items you need to buy, the time to set it up, and the electricity it takes to run it. Members all agreed that they saw a lot of great looking houses in our small community. Ms. Richter stated that on December 15 during the Council meeting the awards were presented and all three families attended and were appreciative of being recognized.

D. Military Banner Programs

Ms. Castillo provided an update on the progress of the Military Banner Programs. She stated the banners will be presented at the Council meeting on Tuesday, January 20, 2015. There are eleven new banners, which should be ordered next week. Ms. Castillo stated that all banners for those currently serving in the armed forces will once again be hung at the end of January or early February. There are fifty-eight returning banners plus the eleven new ones slated to be hung throughout Montclair streets. Ms. Castillo stated that most military banners are located near homes of the veteran's families, depending on available poles.

NEW BUSINESS

A. 2015 Volunteer of the Year Program

Ms. Richter stated that the 2015 Volunteer of the Year program will be held on Monday, April 20, 2015 in the Council Chambers at 7:00 p.m. Items discussed included:

- Members reviewed last year's list of organizations that were previously sent nomination applications. Ms. Richter explained to the new members how the program works. Ms. Richter stated that we invite churches, schools, and service agencies to nominate an individual for the award that provides volunteer service for Montclair.
- Deadline for returning applications is March 2, 2015. Applications will then be mailed to the judges who will judge and return them by the end of March to allow time for dignitaries and staff to prepare certificates and gift bags for the nominees.
- Members discussed the themes from past years. Ms. Castillo gave more information about past themes. Members commented that maybe we could do something different. Member Milhiser suggested a few theme ideas such as, "Volunteers Keep the Wheels Turning" and "We Couldn't Do It Without You". Ms. Richter suggested Members think of theme ideas to review with Members at the next CAC meeting in February.
- Ms. Richter requested that Members submit names and addresses for a total of three judges. Members will bring their recommendations to the next CAC meeting. Chairperson Banas, Member Padilla, and Member Milhiser volunteered to approach three potential judges and bring their information to the next CAC meeting.
- Decorations will be discussed next CAC meeting.
- Members reviewed last year's list of organizations that donated gifts, and suggested some changes for this year.
- Members agreed to personally deliver request letters as listed below:

- Chairperson Banas will distribute letters to Graber Olive House, Olive Garden, Starbucks, and The Claremont Club.
- Member Milhiser will distribute letters to Curves for Women, Montclair Florist, Tutti Mangia, Logan's Candy, Boston's Restaurant, and Tokyo Kitchen.
- Member Fondario will distribute letters to Applebee's Neighborhood Grill & Bar and Chili's.
- Member Judkins will distribute letters to Stater Bros. Market and Pomona Valley Harley Davidson/Buell.
- Member Padilla will distribute letters to Yum-Yum Donuts, Burger King, Carl's Jr. (both locations), Hometown Buffet, Elephant Bar, Joey's Bar-B-Q, Los Portales, and Black Angus Steak House.
- Member Alba will distribute a letter to Costco.
- Staff will prepare donation letters and bring them to Members at the February meeting.
- Member Milhiser will contact Montclair Florist and find out if they will donate a centerpiece for the event. Members agreed to purchase a corsage or boutonniere for each nominee from Montclair Florist.
- Light refreshments will be the same as last year (rolls and veggie trays, fruit, cheese and crackers, cake, cream puffs, brownies, water and sparkling cider).

B. 2015 Memorial Day Program

Chairperson Banas stated the 2015 Memorial Day Program will be held on May 25, 2015 at 6:00 p.m. in the Memorial Garden. Items discussed included:

- Ms. Castillo stated the Memorial Wall plaque application deadline is Friday, February 20, 2015. The cost to purchase a plaque is \$325 (cost of plaque). Applications to purchase plaques can be found in the Human Services Activities and Programs Brochure, on the City's website, and at the Front Desk of the Recreation and Senior Centers. Ms. Castillo stated no applications have been received to date.
- Members discussed last year's entertainment which was a barbershop quartet that performed patriotic songs, a TAPS player, and the Montclair Walkers Choral Group.
- Ms. Richter mentioned the Senior Center has had a group called The Muse perform. She noted that she will check if they are already booked.
- Member Milhiser stated she knows someone who might be able to sing the national anthem.
- Members agreed to invite the Montclair Walkers Choral Group, The Muse and the Barbershop Quartet, to perform. Ms. Richter will contact these groups for the event and find out if they are available.
- Member Padilla stated he may know someone from the military who might be able to play TAPS. He will bring more information to the February CAC meeting.
- Members are requested to arrive at 4:00 p.m. to the event; the event starts at 6:00 p.m.
- Members agreed to serve patriotic cookies, punch, and water again this year.
- Ms. Richter stated that our local dignitaries will be invited to the event.
- Ms. Castillo stated that she will inquire if a military banner recipient may be available to lead the Pledge of Allegiance.

- Ms. Richter stated she will contact Montclair High School JROTC to see if they are available again this year.
- Ms. Richter stated she will contact Chaplin Vicki Brobeck for the opening prayer.
- Members agreed to continue the tradition of reading a patriotic poem at the end of the ceremony. Members will look for a patriotic poem and bring their selections to the February meeting.

ITEMS OF SPECIAL INTEREST

Ms. Richter mentioned that on January 28, at 6:00 p.m. the first Community Garden Meeting will be held at the Senior Center. Ms. Richter invited Members to attend the meeting.

ADJOURNMENT

Chairperson Banas adjourned the meeting at 8:13 p.m.

Respectfully submitted,

Emily Gomez-Medina
Recreation Leader