

**Town of Los Altos Hills
Community Relations Committee**

**Meeting Minutes
Tuesday, April 5, 2016
Town Hall, Kitchen Area**

1. Roll Call

The meeting was called to order at 7:35 PM by Chairman, Roger Burnell. Present: Chairman, Roger Burnell. Members, Barbara Cannon, Karen Emerzian, Lew Jamison, Ron Knapp, Nena Price, Roy Woolsey. Town Staff Liaison: Sarah Gualtieri. Town Council Liaison, Courtenay Corrigan.

2. Introduction of Any Members of the Public. No members of the public were present.

3. Review of Prior Committee Meeting Minutes

The minutes of the last Committee meeting, to be prepared by Sunita Sethi, were not available for review and approval at the meeting.

4. Public Comment. There was no public comment at the meeting.

5. Review of Prior City Council Meetings. No report.

6. Subcommittee Reports

60th Gala Event Wrap-up. Roger Burnell is preparing a final report. No other report was authorized by or reviewed by the Committee.

Spring/Summer Events. Ron Knapp and Barbara Cannon will help with the hoedown. The Committee may begin to investigate the possibility of an educational and site tour at Stanford University. Courtenay Corrigan announced there may be the budget for more substantial refreshments at the conclusion of the July 4th parade.

7. The Los Altos Hills Town Picnic

Game trucks are available for \$349 for two hours, which have games both inside and outside the trucks, allowing children to have approximately ten-minute turns with the games. Since games inside the trucks should be age-appropriate, there should either be two trucks, or one - with alternating age groups.

Ron Knapp has arranged a four-person musical group, called "Element," for \$1,200.

"Magic Mike" will serve as magician, and we are still striving to accomplish the return of The Pirate.

Mavericks food will prepare and serve the food again this year, including vegetarian beans and grilled fresh vegetable kabobs. Courtenay Corrigan will provide sangria to be served by others (Barbara & Nena). Preparation of the sangria will be done two days in advance.

Rather than eight separate 20' x 20' canopies, one large 40' x 80' canopy will be supplied. Rectangular rather than circular tables will be used, allowing more people to fit under the canopy and dine in the shade. Our loyal representative, Mary, will be providing tables, chairs, etc., again this year.

Sarah Gualtieri is handling CERT, fire and safety personnel; arrangements for a helicopter are pending.

Los Altos High School and Harker School robot clubs should be invited to join us, along with Gunn High School's club.

It was moved, seconded and passed unanimously to approve the elements of the picnic as described, to fine tune picnic details between the Committee chair and Town staff, and to sign contracts - provided they are consistent with the expenses from last year.

8. Old Committee Business

Roy Woolsey will contact City Clerk Deborah Padovan regarding what the Town is currently doing regarding welcoming of Town newcomers.

Roger Burnell will contact Michael Schoendorf regarding his lack of attendance at Committee meetings. Sunita Sethi's status as a Committee member needs to be clarified.

9. New Committee Business

Sarah Gualtieri announced that the September 10th Hoedown will include the Absolute Barbecue food truck.

10. Next Committee Meeting

The next Committee meeting will be held on Tuesday, May 10th, after Chairman Roger Burnell returns from travel. Roy Woolsey reminded the Committee of his conflict the second Tuesday of each month, and said he would not be able to arrive at the meeting until 8:30 PM or so.

11. Adjournment. The meeting was adjourned at 8:45 PM.

Minutes prepared by Roy Woolsey, April 27, 2016