

**GRAND FORKS PARKS AND RECREATION FOUNDATION  
PROCEEDINGS OF THE BOARD OF DIRECTORS  
JANUARY 28, 2016**

The Grand Forks Parks and Recreation Foundation met for their quarterly meeting on Thursday, January 28, 2016, in the Choice Health & Fitness community room, 4401 South 11<sup>th</sup> Street, at 5:00 p.m.

**ROLL CALL**

Present were: President Anderson, Vice-President Skarperud, Secretary/Treasurer Palmiscno, and Directors Kraft, Kuhn, Soeby, and Tweten. Absent were: Directors Dvorak, Ryan, and Vollrath.

Staff in attendance were Executive Director Hellyer and Public Relations & Marketing Manager Nelson.

**APPROVAL OF MINUTES FROM OCTOBER 22, 2015**

A motion was made by Kraft to approve the minutes from the October 22, 2015 Board meeting. Seconded by Soeby; the vote was unanimous, motion carried. Absent: Dvorak, Ryan, and Vollrath.

**OLD BUSINESS**

**FINANCIAL UPDATES**

Hellyer reviewed the 12/31/15 financial report.

Hellyer reported that our Morgan Stanley primary contact has been changed to the St. Paul office from Grand Forks office. The Finance Committee will meet to discuss this change and determine if the business should be kept local.

**Q4 2015 PLAN REVIEW / Q1 2016 PLAN**

Nelson reviewed the 4th quarter activities and upcoming events. Topics included Giving Thanks Campaign thanking of donors: mailer & ad; DMF Giving Hearts Prep Event in Fargo; pledge reminders; various donor discussions; receiving of donations/grants: \$1,500 from PS Doors & \$6,600 Myra Grant; discussion on senior programming: Dr. Don Jervich; and redesigning of brochure with Vet. Memorial group. Nelson reviewed the 1st quarter plans of action. Highlights include a plan for Giving Hearts Day & local collaboration; ask in spring/summer rec guide; and creation of 2016 annual plan. Nelson also reviewed the current status of possible grants for 2016.

**CAMPAIGN UPDATES**

Palmiscno gave an update on the Scheels Sports Complex for the phase 2 bids, Veterans Memorial Park, and Community Park.

**NEW BUSINESS**

**2016 PRIORITIES & FUTURE PROJECTS REVIEW**

Palmiscno reviewed the handout showing the priorities for 2016 and also some potential projects for the future. The three main areas of focus for projects in 2016 are the master plan for 2016-2021, parking lot improvements, and Scheels Sports Complex.

**GIVING HEARTS DAY PLAN OF ACTION – FEB 11<sup>TH</sup>**

Nelson reviewed the promotion plan including radio interviews, social media, email, print materials, digital signage, employee involvement, and websites. Nelson also discussed the local Grand Forks

charities collaboration and the expo at Choice Health & Fitness on Feb. 11. Nelson also confirmed that the Blue Line Club will contribute \$4,000 for the 2016 Giving Hearts Day match program and discussed the Family Fund matches. Amazon.com plans to contribute \$5,000 and Chad Johnson Memorial Group will contribute \$6,000 to the family funds to be matched by DMF.

#### **NOMINATE & ELECT OFFICERS**

Hellyer reviewed the terms that were approved by the Foundation Board at the October 22, 2015 meeting. Anderson, Kraft, and Ryan's term expires on December 31, 2016.

A motion was made by Kraft to keep the officers the same as they were in 2015 with President Anderson, Vice-President Skarperud, and Secretary/Treasurer Palmiscno. Seconded by Skarperud; the vote was unanimous, motion carried. Absent: Dvorak, Ryan, and Vollrath.

Hellyer requested that President Anderson re-appoint the Finance Committee for 2016. Anderson appointed Kraft and Skarperud to the Finance Committee. The Finance Committee Directors are the same as in 2015.

#### **PARK DISTRICT PARKING LOT PROJECT**

Palmiscno reviewed the parking lot project that the Park District is looking at. The project would include new parking lots at Kiwanis Park, Veterans Memorial Park, Ulland Complex, and Ryan Lake. In addition, it would include reconstruction of the Lincoln Golf Course parking lot and maintenance at Apollo Park and other parks within the Park District.

#### **NEW ITEMS FROM BOARD OF DIRECTORS**

No additional items from Board of Directors.

#### **ADJOURNMENT**

A motion was made by Kuhn to adjourn the meeting. Seconded by Soeby; the vote was unanimous, motion carried. Absent: Dvorak, Ryan, and Vollrath. The meeting was adjourned at 5:37 pm.

  
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Bill Palmiscno, Secretary/Treasurer