

**GRAND FORKS PARKS AND RECREATION FOUNDATION
PROCEEDINGS OF THE BOARD OF DIRECTORS
OCTOBER 29, 2018**

The Board of Directors met for their scheduled meeting on Monday, October 29, 2018, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. President Barta presided over the meeting.

ROLL CALL

Present were: President Barta, Secretary/Treasurer Palmiscno, and Directors Dvorak, Kuhn, and Soeby. Vice-President Tweten was absent.

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

APPROVE AGENDA

A motion was made by Kuhn to approve the agenda. Seconded by Soeby; the vote was unanimous, motion carried. Tweten was absent.

APPROVE MINUTES - APRIL 30, 2018

A motion was made by Palmiscno to approve the minutes from the April 30, 2018 Board meeting. Seconded by Dvorak; the vote was unanimous, motion carried. Tweten was absent.

OLD BUSINESS

FINANCIAL REPORT

Hellyer reviewed the September 30, 2018 financial report.

OPERATIONS – Q2 / Q3 REVIEW

Nelson reviewed the 2nd and 3rd quarter activities and events. Topics included completing and mailing out the annual report in June; sending out pledge reminders in June; and creating ask in fall/winter rec guide being mailed to all Grand Forks homes (29,000+ homes). Fundraising efforts during this timeframe was the DAV Golf Tournament and the 2018 Rydell Car & Auto Show with proceeds directed towards the Veterans Memorial Park.

Nelson also reviewed the grand opening event of the Rydell Skatepark held on September 23, 2018 from 11am – 2pm at Kannowski Park. A small ceremony and ribbon-cutting was held at noon, along with open skating, prize drawings, giveaways, and refreshments served.

OPERATIONS – PLAN FOR Q4

Nelson reviewed the 4th quarter plans of action. Highlights include a thanksgiving postcard mailer with tax credit information included, pledge reminders for all four campaigns, and the filing of Myra Foundation grant.

CAMPAIGN UPDATE – RYDELL SKATEPARK PROJECT

Palmiscno gave an update on the new skatepark project at Kannowski Park. A grand opening was held on September 23, 2018 with a great turnout from supporters of the project along with the general public.

Preliminary discussion has started to take place about fundraising for Phase 2 and two grants have been identified to apply for.

CAMPAIGN UPDATE – VETERANS MEMORIAL PARK

Veterans Memorial Park Committee continues to actively fundraise for the project and has received several large donations recently. The sidewalk connecting the parking lot to the ship's anchor has been completed. The memorial wall and five obelisks have already been ordered and will be installed in 2019. The Veterans Memorial Park Committee have been working hard on the images for the memorial wall.

NEW BUSINESS

2019 BUDGET

Hellyer reviewed the 2019 Budget with the Board. Cash balances are projected at over \$1,200,000 at the end of 2019. The Foundation Finance Committee was provided the 2019 Budget along with additional information to review prior to the Board meeting. A motion was made by Palmiscno to approve the 2019 Budget. Seconded by Soeby; the vote was unanimous, motion carried. Tweten was absent.

MYRA FOUNDATION GRANT APPLICATION

Hellyer updated the Board about applying for a grant for a kid's zone at Choice Health & Fitness. The grant request is \$5,000. A motion was made by Kuhn to approve the grant application with the Myra Foundation. Seconded by Palmiscno; the vote was unanimous, motion carried. Tweten was absent.

INVESTMENT PERFORMANCE REVIEW

Hellyer reviewed the October 16, 2018 Alerus investment performance report. Staff had met with Alerus representatives to review the account in detail. The Foundation Finance Committee was also provided the Alerus investment performance information to review prior to the Board meeting.

2019 SCHOLARSHIPS FOR EXTERNAL ORGANIZATIONS

Hellyer reviewed a proposal for 2019 scholarships. General Scholarship Fund (Fund 50) has approximately \$65,000 as of September 30, 2018. The proposal would reach out to seven associations/clubs that use Park District facilities and offer them scholarships so families who can't afford to send their kid to the program would be able to participate in the various sports. There would be some guidelines that the associations/clubs would have to follow and each association/club would be allotted a maximum of \$1,000 for 2019. This would be the same program as was used in 2018. A motion was made by Soeby to approve the 2019 scholarships for external organizations. Seconded by Kuhn; the vote was unanimous, motion carried. Tweten was absent.

2019 PLAN OF ACTION

Nelson gave an overview of the 2019 plan for the Foundation. Highlights included fundraising events like Giving Hearts Day, DAV Golf Tournament, Wild Hog Marathon, and others; grants to file; direct mail acquisitions; an overview of marketing / promotion activities; and upcoming campaign projects.

GIVING HEARTS DAY 2019 PLAN

Nelson reported on the plan of action for the 2019 Giving Hearts Day event with a committed \$4,000 match from CPS and event proceeds going towards youth scholarships / pool passes for kids. Nelson also reported that DMF has awarded the Foundation with a \$5,000 Grow Grant for the event. Hellyer and Nelson plan to develop a plan to best utilize all funds available.

FUTURE BOARD STRUCTURE

Barta reviewed the terms of the current Board and noted that four of the six had their term expiring in December. It was recommended that future Foundation Boards be made up of only Park District Board members. The reasons for this are the Park District controls the funding and facilities and any project or program would need Park District Board approval and the same items are discussed at Foundation Board meetings that are discussed at Park District Board meetings. Steering committees will still be used for capital campaigns and Barta encouraged the outgoing Foundation Board members to continue to share their ideas and concerns with Park District staff or Board members going forward.

THANK YOU TO OUTGOING BOARD MEMBERS

Palmiscno thanked the three outgoing Board members for their years of service - Kuhn nine years, Soeby four years, and Tweten three years. Trees will be planted in a park in their honor.

NEW ITEMS FROM BOARD OF DIRECTORS & ATTENDEES

No additional items discussed.

ADJOURN

The meeting was adjourned by President Barta at 5:22 p.m.



Bill Palmiscno, Secretary/Treasurer