

**GRAND FORKS PARKS AND RECREATION FOUNDATION
PROCEEDINGS OF THE BOARD OF DIRECTORS
May 7, 2019**

The Board of Directors met for their scheduled meeting on Tuesday, May 7, 2019, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:21 p.m. President Barta presided over the meeting.

ROLL CALL

Present were President Barta, Secretary/Treasurer Palmiscno, and Directors Skarperud, and Panzer. Directors Dvorak and LaDouceur were absent.

Park District staff in attendance were: Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Community Relations & Marketing Manager Nelson, Facilities Manager Arola, Accounting Manager Lancaster, and Office Assistant Parker.

APPROVE MINUTES FROM OCTOBER 29, 2018

Director Skarperud made a motion to approve the minutes from the October 29, 2018, Board meeting. Director Panzer seconded the motion; the vote was unanimous, motion carried. Directors Dvorak and LaDouceur were absent.

APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Campaign Updates

Secretary/Treasurer Palmiscno updated the Board on the Veterans Memorial Park, Rydell Skatepark, Giving Hearts Day, and the Police Memorial to be located at Optimist Park.

2019 Annual Report

Community Relations & Marketing Manager Nelson updated the Board on the 2019 Annual Report that will be mailed to all donors.

Operational Review

Nelson reviewed the activities and events from October 2018 through April 2019, which included the Thanksgiving mailer, pledge reminders, Giving Hearts Day mailer, and other Foundation marketing plans. Nelson also updated the Board on the action plan for the coming months of May 2019 through September 2019.

FOR ACTION

Update Foundation Bylaws

Superintendent of Finance Hellyer reviewed the changes to the bylaws. The only major change was to section 2.02 which removed the term limits for Park District Commissioners appointed to the Foundation Board. The Park District Executive Director was also removed from being an ex-officio member of the Foundation Board. Formatting and spelling changes were also made.

Director Panzer made a motion to approve the Foundation bylaws as presented. Director Skarperud seconded the motion; the vote was unanimous, motion carried. Directors Dvorak and LaDouceur were absent.

Board Organization

Director Skarperud made a motion to appoint Director Barta as the President. Director Panzer seconded the motion; the vote was unanimous, motion carried. Directors Dvorak and LaDouceur were absent.

Director Panzer made a motion to appoint Director Dvorak as the Vice-President. Director Skarperud seconded the motion; the vote was unanimous, motion carried. Directors Dvorak and LaDouceur were absent.

Director Skarperud made a motion to appoint Director LaDouceur as the Secretary/Treasurer. Director Panzer seconded the motion; the vote was unanimous, motion carried. Vice-President Dvorak and Director LaDouceur were absent.

2019 Endowment Distributions

Hellyer reviewed the endowment funds. The distribution policy allows for a maximum distribution of 4% using a three-year average. Staff is recommending approval of distributions of \$2,500 from the Sanny and Jerry Ryan Youth Scholarship Endowment, \$722.71 from the Riedlinger Endowment (dependent upon request amounts), \$586.80 from the Jeff Pettit Memorial Endowment (dependent upon request amounts), and \$100 from the Pinky Kraft Memorial Endowment.

Director Panzer made a motion to approve the 2019 endowment distributions as requested. Director Skarperud seconded the motion; the vote was unanimous, motion carried. Vice-President Dvorak and Director LaDouceur were absent.

2018 Audit Report

Hellyer reviewed the 2018 Audit Report, which is audited along with the Grand Forks Park District financial information.

Director Skarperud made a motion to approve the 2018 Audit Report. Director Panzer seconded the motion; the vote was unanimous, motion carried. Vice-President Dvorak and Director LaDouceur were absent.

2018 IRS Form 990

Hellyer reviewed the 2018 IRS Form 990.

Director Panzer made a motion to approve the 2018 IRS Form 990. Director Skarperud seconded the motion; the vote was unanimous, motion carried. Vice-President Dvorak and Director LaDouceur were absent.

FINANCIAL REPORT

Hellyer reviewed the March 2019 financial reports. Vendor payments from January 1, 2019, to March 31, 2019, were \$135,342.44.

Director Skarperud made a motion to approve the financial report for March 2019. Director Panzer seconded the motion; the vote was unanimous, motion carried. Vice-President Dvorak and Director LaDouceur were absent.

STAFF REPORTS


Hellyer stated that the next scheduled meeting will take place on October 1, 2019.

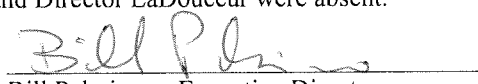
BOARD MEMBERS' REPORTS

None.

ADJOURNMENT

Director Panzer made a motion at 5:40 p.m. to adjourn. Director Skarperud seconded the motion; the vote was unanimous, motion carried. Vice-President Dvorak and Director LaDouceur were absent.


Paul Barta, President


Bill Palmiscno, Executive Director