

**GRAND FORKS PARKS AND RECREATION FOUNDATION
PROCEEDINGS OF THE BOARD OF DIRECTORS
OCTOBER 4, 2022**

The Board of Directors met for their scheduled meeting on Tuesday, October 4, 2022, in the Choice Health & Fitness community room, 4401 South 11th Street, at 6:38 p.m. President Kraft presided over the meeting.

ROLL CALL

Present were President Kraft, Secretary/Treasurer McIntyre, and Directors LaDouceur and Skarperud. Vice-President Bartholomew was absent.

Park District staff in attendance were: Executive Director Hellyer, Director of Finance & Administration Lancaster, Director of Operations & Community Relations Nelson, Director of Facilities & Programs Orr, and Office Assistant Parker.

CITIZENS OR DELEGATES TO APPEAR BEFORE THE BOARD

None.

APPROVAL OF AGENDA (INCLUDING ANY ADDITIONAL ITEMS IF NECESSARY)

Director Skarperud made a motion to approve the agenda. Director LaDouceur seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

APPROVAL OF MINUTES FROM MAY 3, 2022, AND JUNE 28, 2022

Director LaDouceur made a motion to approve the minutes from the May 3, 2022, and June 28, 2022, Board meetings. Director Skarperud seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

FOR DISCUSSION

Campaign Updates

Director of Operations & Community Relations Nelson updated the Board on the current campaigns taking place. The Northern Valley Law Enforcement Memorial is in the construction stage. One of the granite slabs was damaged at the factory and will be replaced at no cost to the Foundation or Park District. Installation of the granite will happen next spring and fundraising continues for the project. Nelson stated Oxford Realty pledged \$500,000 for the naming right for Apollo Sports Complex and new signage is being ordered. At Oxford Sports Complex, the Kraft Field grandstand restoration is underway and will be bid this winter, the infield turf replacement at Montgomery Field will be completed in October, and field dugouts and the concession stand were painted in September. Nelson informed the Board that the Eagles/Blue Line Club Arena Renovation bids came back higher than expected. Rebidding of the renovation is planned for January. The Park District is moving forward with installing sound baffles in Eagles Arena this winter. Nelson also explained the Children's Museum is still in the fundraising stage with about 25% of the money secured for the project.

Operational Review

Nelson reviewed the activities and events from May through September 2022 and updated the Board on the action plan for the coming months of October 2022 through April 2023.

Investment Performance Review

Director of Finance & Administration Lancaster updated the Board on the performance of the Alerus investments for the year.

FOR ACTION

Joe K. Neel, Jr. Fund – Allocate to Projects

Executive Director Hellyer stated that at the June 7, 2022, Grand Forks Park District Board meeting there was a discussion on allocating the remaining Neel Fund to future projects. The fund balance of \$296,862.36 would be divided between the Eagles Arena renovation project, Kraft Field improvements, and a future playground. Discussion took place about whether these were the best projects for the funds.

Director LaDouceur made a motion to transfer \$100,000 to fund 69 – Eagles/BLC Arena Renovations fund, \$100,000 to fund 62 – Kraft Field Improvements fund, and the remaining amount stays in fund 4 - Joe K. Neel, Jr. fund for a future playground. Secretary/Treasurer McIntyre seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

Myra Foundation Grant Application

Executive Director Hellyer updated the Board on the Myra Foundation Grant for which the Foundation applies annually. This year, the Foundation is planning to apply for a \$5,000 grant to install air conditioning at the University Park Community Room.

Director Skarperud made a motion to approve the grant application with the Myra Foundation. Director LaDouceur seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

2023 Scholarships for External Organizations

Lancaster proposed providing youth scholarships to the seven external associations/clubs that have an agreement to utilize Park District facilities. The maximum distribution to each association/club through this program would be \$3,000. This would be the sixth year of this program. Discussion took place on how to replenish the scholarship fund if the funds are depleted.

Director Skarperud made a motion to approve the 2023 scholarships for up to \$3,000 to external associations/clubs that have an agreement to utilize Park District facilities. Director LaDouceur seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

2023 Ulland Grants

Nelson presented the proposed 2023 Ulland Grant process and criteria. The process would accept applications until November 30, 2022, then staff would review the applications, determine if they meet the specified parameters, and award grants up to \$1,000 per application. For 2023, a maximum of \$20,000 will be awarded.

Secretary/Treasurer McIntyre made a motion to approve the 2023 Ulland grants process. Director LaDouceur seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

2023 Foundation Budget

Lancaster presented the proposed 2023 Foundation budget.

Director Skarperud made a motion to approve the 2023 Foundation budget. Secretary/Treasurer McIntyre seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

APPROVAL OF FINANCIAL REPORTS

Lancaster reviewed the August 2022 financial report. Vendor payments from April 1, 2022, to August 31, 2022, were \$265,439.44.

Director Skarperud made a motion to approve the August 2022 financial report. Director LaDouceur seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.

STAFF REPORTS

Hellyer stated the next regular scheduled Board meeting will take place on May 2, 2023.

BOARD MEMBERS' REPORTS

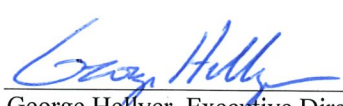
None.

ADJOURNMENT

Director LaDouceur made a motion at 7:26 p.m. to adjourn. Secretary/Treasurer McIntyre seconded the motion; the vote was unanimous, motion carried. Vice-President Bartholomew was absent.



Russel LaDouceur, President



George Hellyer, Executive Director