

**GRAND FORKS PARKS AND RECREATION FOUNDATION
PROCEEDINGS OF THE BOARD OF DIRECTORS
OCTOBER 30, 2017**

The Board of Directors met for their scheduled meeting on Monday, October 30, 2017, 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, Vice-President Tweten, Secretary/Treasurer Palmiscno, and Directors Dvorak and Soeby. Absent were: Directors Kuhn and Vollrath.

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

APPROVE AGENDA

A motion was made by Soeby to approve the agenda. Seconded by Tweten; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.

APPROVE MINUTES - APRIL 27, 2017

A motion was made by Dvorak to approve the minutes from the April 27, 2017 Board meeting. Seconded by Soeby; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.

OLD BUSINESS

FINANCIAL UPDATES

Hellyer reviewed the 9/30/17 financial report and the 9/30/17 Alerus investment performance report.

Hellyer reviewed the 2018 Budget with the Board. Cash balances are projected at just under \$800,000. The Foundation Finance Committee was provided the 2018 Budget information the previous week. A motion was made by Tweten to approve the 2018 Budget. Seconded by Palmiscno; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.

OPERATIONS – Q2 / Q3 REVIEW & PLAN FOR Q4

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 GF homes (29,000+ homes). Fundraising efforts during this timeframe was the DAV Golf Tournament with \$16,000 in proceeds for the Veterans Memorial Park, Chad Johnson Golf event (proceeds unknown), and the 2017 Rydell Car & Auto Show with an anticipated \$75,000 in proceeds for the Skatepark Project. Grants awarded within quarter two and three were the Tony Hawk Grant for \$5,000 awarded to Skatepark Project, the Community Development Block Grant for \$100,000 awarded to Skatepark Project, and the Garrison Diversion Grant with \$31,232 awarded to Skatepark Project, \$5,175 awarded to Ryan Lake Playground, and \$8,750 awarded to Altru Wellness Village Playground. Nelson reviewed the 4th quarter plans of action. Highlights include a thanksgiving postcard mailer with tax credit information included, pledge reminders for all three campaigns and the filing of Myra Foundation grant.

CAMPAIGN UPDATES

Palmiscno gave an update on the new skatepark project at Kannowski Park. Construction is scheduled to start in the spring of 2018. Funding for the project is coming from a variety of sources including a federal Community Development Block Grant, Rydell Car & Auto Show benefit, Grand Forks Park District, other grants, and fundraising.

Palmiscno stated that the Scheels Sports Complex has four fields that are ready to be played on. The finishing touches are being put on the building construction for the concession stand/restroom. The building is being donated 100% in-kind by ICON Architects and other contractors.

Veterans Memorial Park Committee continues to fundraise for their project.

NEW BUSINESS

VOTE / APPROVE ITEMS

Myra Foundation Grant Application – Hellyer updated the Board about applying for a grant for the Kannowski Skatepark Project. The grant request is \$25,000. A motion was made by Soeby to approve the grant application with the Myra Foundation. Seconded by Tweten; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.

Investment Policy – Hellyer reviewed a potential change to the Investment Policy that Alerus is recommending. This change would increase the maximum investment mix for equities to 60% and minimum for fixed income investments to 40% for Class 2 and Class 3. A motion was made by Tweten to approve revised Investment Policy. Seconded by Palmiscno; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.

FREEZWAY PROJECT

Palmiscno gave an update on the Freezeway Project that the Foundation is involved with. The Freezeway Project is completely funded by a Knight Foundation grant. A local group of individuals applied for the grant and are responsible for the project and related costs. The project will be located on the City's Greenway. The Foundation's role is acting as a fiscal sponsor to receive and disburse funds for this project. The Foundation will retain a 4% fee for their services.

REVIEW OPERATIONS PLANS

2018 Plan of Action - Nelson gave an overview of the 2018 plan for the Foundation. Highlights included fundraising events like Giving Hearts Day, DAV Golf Tournament, Chad Johnson Golf Event, and others; Possible grants to file; direct mail acquisitions; an overview of marketing / promotion activities; and campaign projects.

Giving Hearts Day 2018 Overview - Nelson reported on the plan of action for the 2018 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.

BOARD MEMBER REVIEW

Reelect Eunice as 2018 Board Member – Hellyer stated the Eunice Kuhn is eligible to serve one more year on the Foundation Board per the Foundation bylaws. Kuhn has expressed an interest in serving one more year. If the Foundation Board recommends appointing Kuhn, then it will be brought before the Grand

Forks Park District Board to officially appoint Kuhn to the Foundation Board. A motion was made by Soeby to recommend appointing Kuhn to serve one more year on the Foundation Board. Seconded by Dvorak; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.

Future Board Structure – Barta stated that after Vollrath’s term expires on 12/31/17 that there will be six members of the Foundation Board. He noted that three Park District Commissioners will be up for re-election in June of 2018. He is recommending to not seek additional Foundation Board members until after the Park Commissioners’ election. After the Park Commissioners’ election, we can see how the Park Commissioners would like to structure the Foundation Board for the future.

NEW ITEMS FROM BOARD OF DIRECTORS & ATTENDEES

Tweten commented on the CVB and Park District continue to work together to provide great tournaments that help promote Grand Forks.

ADJOURNMENT

A motion was made by Palmiscno to adjourn the meeting at 6:01 p.m. Seconded by Tweten; the vote was unanimous, motion carried. Absent: Kuhn and Vollrath.



Bill Palmiscno, Secretary/Treasurer