

**PARK DISTRICT OF THE CITY OF GRAND FORKS
PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
NOVEMBER 6, 2018**

The Board of Park Commissioners met for their regular monthly meeting on Tuesday, November 6, 2018, in the Choice Health & Fitness community room, 4401 South 11th Street, at 5:00 p.m. with President Panzer presiding.

ROLL CALL

Present were President Panzer, Vice-President Skarperud, Commissioners Barta, Dvorak, and LaDouceur.

Park District staff in attendance were: Executive Director Palmiscno, Superintendent of Finance Hellyer, Choice Health & Fitness General Manager Orr, Head Golf Professional Tannahill, Public Relations and Marketing Manager Nelson, and Office Assistant Parker.

APPROVAL OF MINUTES FROM OCTOBER 2, 2018

Commissioner Barta made a motion to approve the minutes from the October 2, 2018, Board meeting. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

Executive Director Evaluation Process

Superintendent of Finance Hellyer discussed the Executive Director evaluation process completed in the past. Commissioners Barta and Dvorak have agreed to serve on the committee to perform the annual evaluation of Executive Director Palmiscno. The evaluation is scheduled for November 15, 2018.

FOR ACTION

Grand Forks Parks and Recreation Foundation – Restructure and Board Appointments

Hellyer advised the Board that at the October 29, 2018 Grand Forks Parks and Recreation Foundation Board meeting, it was discussed to restructure the Foundation Board. Due to the timing of term expirations on the Foundation Board, the time was right to have the Park District Board be the same as the Foundation Board. A general discussion followed.

Vice-President Skarperud made a motion to appoint the current Board of Park Commissioners to the Grand Forks Parks and Recreation Foundation Board. Commissioner LaDouceur seconded the motion; the vote was unanimous, motion carried.

FINANCIAL REPORT

Hellyer reviewed the September 2018 financial reports. Vendor payments for September 2018 were \$1,198,651.19.

Commissioner Barta made a motion to approve the financial report for September 2018. Commissioner Dvorak seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

Hellyer advised the Board that the Grand Forks Parks and Recreation Foundation bylaws will need to be revised at their next meeting in May.

Head Golf Pro Tannahill advised the Board that the Golf Advisory Committee members have been selected. There will be five members total.

Choice Health & Fitness General Manager Orr presented October membership numbers and September revenue numbers. Orr updated the Board on various upcoming events at Choice Health & Fitness. Orr advised the Board that Choice Health & Fitness will be closed Thanksgiving Day. Membership rate increase letters were mailed in late October effective January 1st. New sand volleyball net poles have been ordered and will be installed at Bringewatt Park.

Public Relations & Marketing Manager Nelson noted various promotions and upcoming projects that the Marketing Department is working on. This included mailing a holiday card to Foundation donors, Giving Hearts Day 2019, and holiday promotions.

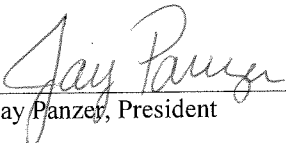
Palmiscno reported that the arenas are up and running for the season. Eagles arena is having some issues with the new freon system. Staff is looking into the issues. Mike Kuntz from ICON Architects will be putting together a master plan for repair and upgrades to the arenas.

BOARD MEMEBERS' REPORT

Commissioner LaDouceur asked if the punch cards sold by King's Walk Golf Course could be used by multiple people. Tannahill stated that the punch cards offer the individual a deep discount on rounds and is not intended to be used by multiple people.

ADJOURNMENT

Commissioner LaDouceur made a motion at 5:22 p.m. to adjourn. Vice-President Skarperud seconded the motion; the vote was unanimous, motion carried.


Jay Panzer, President


Bill Palmiscno, Executive Director and Clerk