

**GRAND FORKS PARKS AND RECREATION FOUNDATION
PROCEEDINGS OF THE BOARD OF DIRECTORS
MAY 3, 2022**

The Board of Directors met for their scheduled meeting on Tuesday, May 3, 2022, in the Choice Health & Fitness community room, 4401 South 11th Street, at 6:08 p.m. President Dvorak presided over the meeting.

ROLL CALL

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

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, Marketing Manager Trontvet, and Office Assistant Parker.

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 Kraft seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF MINUTES FROM OCTOBER 5, 2021

Secretary/Treasurer LaDouceur made a motion to approve the minutes from the October 5, 2021, Board meeting. Vice-President Bartholomew seconded the motion; the vote was unanimous, motion carried.

FOR DISCUSSION

2022 Annual Report

Director of Operations & Community Relations Nelson updated the Board on the 2022 Annual Report. The Annual Report will go to print in the next few weeks and be mailed to Foundation donors. The Annual Report will also be available on the Foundation website.

Campaign Updates

Executive Director Hellyer updated the Board on the current campaigns taking place. The Northern Valley Law Enforcement Memorial construction will start shortly, since being delayed due to weather. The Kraft Field renovation fundraising campaign has been jump started with two grants, one for the grandstand at Kraft Memorial Field and the other for turfing the infield of field #4, at Apollo Sports Complex. The Eagles/Blue Line Club Arena Renovation is looking at fundraising opportunities and possible design changes. Hellyer reviewed past campaigns including Veterans Memorial Park and Rydell Skate Park project. Nelson updated the Board on the progress of the Destination Playground & Children's Museum projects.

Operational Review

Nelson reviewed the activities and events from October 2021 through April 2022 and updated the Board on the action plan for the coming months of May 2022 through September 2022.

Giving Hearts Day Review

Nelson informed the Board that the 2022 Giving Hearts Day donations of around \$30,000 will go to the Northern Valley Law Enforcement Memorial.

Ulland Grant Process

Nelson presented to the Board a draft of the updated Ulland Grant guidelines including eligibility requirements to allow more organizations to qualify for the grants. Nelson stated that the total annual funding amount will increase from \$6,000 to \$20,000 with a \$1,000 maximum grant for each organization. After discussion, the Board indicated if there were more than 20 eligible applications, then the total approved funding amount would be split equally among the applicants. In addition, staff would approve grant requests and report back to the Board who received the grants. A final draft of the Ulland Grant process will be brought back to the Board for approval at the October Board Meeting.

FOR ACTION

2022 Endowment Distributions

Director of Finance & Administration Lancaster reviewed the activity of the endowment funds for the year ended December 31, 2021. The distribution policy allows for a maximum distribution of 4%, using a three-year average. Staff is recommending the Board approve distributions as follows: Sanny and Jerry Ryan Youth Scholarship Fund in the amount of \$2,500, Riedlinger Fund in the amount of \$829.70, Pinky Kraft Memorial Fund in the amount of \$419.87, and Pettit Fund in the amount of \$1,152.64.

Director Skarperud made a motion to approve the 2022 Endowment Distributions as presented. Director Kraft seconded the motion; the vote was unanimous, motion carried.

2021 IRS Form 990

Lancaster reviewed the 2021 IRS Form 990 that was prepared by Brady, Martz, and Associates.

Director Kraft made a motion to approve the 2021 IRS Form 990. Vice-President Bartholomew seconded the motion; the vote was unanimous, motion carried.

2021 Audit Report

Lancaster reviewed the 2021 Audit Report, which is audited along with the Grand Forks Park District financial information.

Secretary/Treasurer LaDouceur made a motion to approve the 2021 Audit Report. Director Skarperud seconded the motion; the vote was unanimous, motion carried.

APPROVAL OF FINANCIAL REPORT

Lancaster reviewed the March 2022 financial report. Vendor payments from September 1, 2021, to March 31, 2022, were \$772,165.83.

Secretary/Treasurer LaDouceur made a motion to approve the March 2022 financial report. Director Kraft seconded the motion; the vote was unanimous, motion carried.

STAFF REPORTS

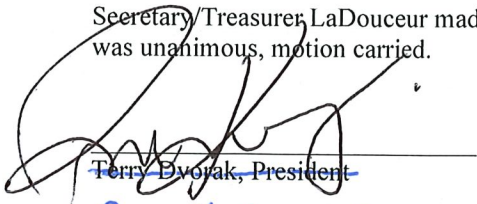
Hellyer stated that a Special Board Meeting may be needed June 28, 2022, for officer election purposes. The next regular scheduled meeting will take place on October 4, 2022.

BOARD MEMBERS' REPORTS

None.

ADJOURNMENT

Secretary/Treasurer LaDouceur made a motion at 6:45 p.m. to adjourn. Director Kraft seconded the motion; the vote was unanimous, motion carried.



~~Terry Eyojak, President~~

George Hellyer, Executive Director

Russell KRAFT, PRESIDENT AFTER JUNE 28, 2022