



CAPE GIRARDEAU

PARKS & RECREATION FOUNDATION

MINUTES

WEDNESDAY MARCH 21, 2012

A meeting of the Board of Directors of the Cape Girardeau, Missouri Parks and Recreation Foundation was held on Wednesday, March 21, 2012 at 12 noon at the Osage Community Centre.

The following directors and board members were present:

Tom Neumeyer Jackie Todd Craig Billmeyer Bari Neff Larry Essner Troy Vaughn
Debra Tracy Pete Poe

The following directors and board members were absent:

Nathan McGuire LaRae Leimer Bob Basler

WELCOME AND INTRODUCTIONS:

Board members and staff introductions were made.

MINUTES:

President Craig Billmeyer requested the approval of the October 3, 2011 minutes. Pete Poe made a motion, seconded by Troy Vaughn to approve the minutes as mailed. Motion passed.

FINANCIAL REPORT

Marcia Stone presented the Financial Report as of December 31 2011 for the Board Members review. The report showed an overall gain of \$23,822.00 since the June 30, 2011 balance report. Total balance in the Parks and Recreation Foundation Funds as of December 31, 2011 was \$339,607.28

OLD BUSINESS

A. Parks and Storm Water Initiative

Director Julia Thompson reported that SWT Design Firm is compiling information on the Capaha Park Master Plan and Planning Design Studios is conducting a study on our Cape LaCroix Trail improvements. Both firms should have a preliminary design to present to the Parks & Recreation Advisory Board in approximately six months.

The Arena Park Athletic Complex is currently under development to reconfigure to a three field complex. The projected completion will be in 2013.

The staff has ordered a new playground for Groves Park and the construction of a new shelter will be initiated following the completion of the playground.

B. 2011 Spaghetti Day Financial Report

Scott Williams reported that the expected revenue total for 2011 Spaghetti Day is \$20,565.50. The Capaha Field Improvement Committee will receive one-third of the net when all revenue has been received. The expected net for the foundation should be approximately \$9,000 for the one day event.

C. Loyalty Card Update

Scott Williams presented the Southern Convenience Stores Care & Share Loyalty Card Design to the board members. He explained that every time the loyalty card is swiped 1% of the purchase of gas or inside store sales would go to the Parks and Recreation Foundation. The only purchase exceptions are the Lotto and post office sales.

He emphasized that the card would have to be scanned to receive credit for the purchase. There will be 1000 cards available this summer for distribution. The application for the Loyalty Card will be available at the April 9th Parks and Recreation Advisory Board Meeting. The application form will be sent to our core supporters: staff, youth leagues, boards and foundation members for them to fill out and will be available on our website. This card can be used in conjunction with the Mobile Loyalty Card, which gives a rebate of \$.15 on each purchase that goes directly back to the user. There will be a monthly statement on the total contributions received from Scott Blank. A suggestion was made for the foundation to have a booth at the SEMO District Fair advertising all our programs and donation opportunities.

NEW BUSINESS

A. Board Vacancy

Marcia Stone announced that Jackie Todd had contacted her that he had decided to retire from the foundation after 20 Years of service. Jackie was one of the remaining founders of our foundation. Director Julia Thompson and President Craig Billmeyer presented Jackie a plaque of appreciation for his years of service.

Director Thompson added that with this vacancy the board will need to be thinking about individuals that they would like to fill the position. Debra Tracy's, city council liaison position on the board will be re-appointed after the election. Ms. Tracy stated that she loved working on the foundation and hoped that she could continue in the future more even if she is not on the foundation.

President Billmeyer stated that he will be contacting other members of the foundation to see if they are still interested in serving. He requested that the members present e-mail Marcia their list of prospective new members.

B. Foundation Calendar of Events

The 2012 Calendar of Events was distributed to the members for their source of upcoming foundation events. The calendar will be available on the website and we will send out e-mail reminders of the events.

C. Board Sub-Committee Recommendation

Director Thompson recommended that we form two sub-committees: Memberships Committee, and Events and Fundraising Committee. A suggestion was mentioned to have a membership drive of \$25 and the members would be recognized in our newsletter. The events and Fundraising Committee would give the staff assistance in fundraising opportunities that might come up during the year. We want to make sure that our partnerships and level of commitment agreements that we undertake are going in the right direction. She requested that each member pick at least one committee to serve on and meet with that sub-committee sometime between now and October. Each board member will contact Marcia on the committees that they would like to serve on. Pete Poe made a motion, seconded by Larry Essner to approve the formation of the sub-committees.

D. Review and Approval of Requested Equipment Purchases

Director Thompson explained to the board members that she has over \$100,000 in capital equipment requests from the staff that is not available through the Parks and Recreation Storm Water Fund. The golf course has to meet its revenue goal before the total allotment for capital equipment request can be approved. The golf course fell short this year on it's expected revenue and Ms. Thompson inquired if the funding could come from the foundation. The list of requested purchases was distributed to the board members. (See Attached) After much discussion of each request, Pete Poe made a motion, seconded by Tom Neumeyer that the staff proceed with the purchases through the foundation funds. Motion passed.

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President Billmeyer suggested that we use stickers on the purchases signifying that the purchase was made possible through the Parks and Recreation Foundation.

7. Other

A. Next Meeting

The next meeting will be either Tuesday, October 9th or Wednesday October 10th.

B. Proposed Agenda Topics

The staff will try to send out the agenda six weeks prior to the meeting. Ms. Thompson suggested that the board members send any proposed agenda topics to Marcia two months from the next meeting date.

8. Adjourn

There being no further business, the meeting was adjourned with a motion from Pete Poe and seconded by Larry Essner. Motion passed.

Respectfully submitted,

Bari Neff, Secretary