

FOUNDATION MEMBERS:

Bari Neff, President
Tom Neumeyer, Secretary

Danny Essner, Vice President
Beverly Evans, Treasurer

Bob Basler
Craig Billmeyer

Larry Essner
Michael Gardner

Percy Huston
Nathan McGuire

Pete Poe
Loretta Schneider

PARKS & RECREATION FOUNDATION AGENDA**Tuesday January 13, 2015****Osage Centre****12:00 PM Noon**

1. **Call to Order** – President Bari Neff
2. **Welcome & Introductions** – President Bari Neff
3. **Approval of Minutes:** October 2, 2014 – Secretary Tom Neumeyer asked for the approval of minutes from the October 2, 2014 meeting. Danny Essner made a motion, seconded by Beverly Evans. All approved.
4. **Treasurer’s Report:** Beverly Evans
 - A. 2013/2014 Foundation Balance Update
 - i. Treasurer Beverly Evans reported that the Parks and Recreation Foundation closed the fiscal year of 2013-14 with a balance of \$384,176.00.
 - B. 2014/2015 Operating Budget Approval
 - i. The proposed revenue and expense budget for the 2014-15 fiscal year was handed out to the board. The board reviewed the budgets and discussed any questions they had. Director Thompson reminded board that this was a working budget and that they are always working to refine these numbers. The Foundation Finance committee will review and learn more about the budgets at their next meeting. The board expressed gratitude for the information presented to them and they are looking forward to more details to come. Details of each account will be presented at the next board meeting. Danny Essner made a motion to approve the 2014-15 budget. This motion was seconded by Beverly Evans. Motion passed. A rough draft of 2015-16 budget will be presented at the April meeting.
5. **Old Business**
 - A. Friends of Parks and Recreation Membership Program – Scott Williams
 - i. Membership drive
 1. Division Manager Scott Williams reported that the membership drive kicked off at Spaghetti Day and is well underway. He explained that a list is being compiled of potential “Friends of the Foundation” and letters are being sent to these potential buyers. Mr. Williams asked the other board members who are not on the committee to contribute to the list of potential members by adding 10 to 15 people to the list. Heather Davis will be preparing an email blast for our City program participants that will include a PDF of the brochure and a letter.
 - ii. Discount Card
 1. Mr. Williams handed out a rough draft of the discount card. He explained that there will be a few changes, and two more businesses will be added. PDQ will be printing these cards in the next few weeks. The cards will have a white background and will be the size of a credit

card. The cards will be valid through February of 2016.

iii. Newsletter

1. Mr. Williams explained that the Foundation Newsletter will be ready to print and send out in mid to late January. The list of members will be updated every time it is printed. This newsletter will go out four times a year. If the decision is made to go to a four page newsletter, there will be room to include projects and highlights of the foundation.

B. Celebration of Youth Sports Awards Banquet – Scott Williams

- i. Recreation Division Manager Scott Williams reported on the Celebration of Youth Sports Awards Banquet which will be held Friday, January 23. He explained that the video packet is ready to go with Red Letter Communication and Show Me Center. Olive Garden is catering the event again this year and has reconfigured the eating line for more convenience and is adding a meat sauce. The MC for the evening will be Mike Renick, and Mark Alnut will be the key note speaker. Mr. Williams reported that the nominees and winners have been selected, and the awards have been ordered. Also the letters to the nominees have been mailed. Mr. Williams described the four special awards for the event. He would like to formalize these special awards with the board next year.

6. New Business

A. Calendar Of Events 2015 – Penny Williams

- i. Recreation Division Manager Penny Williams reported that the Cardinal Caravan would not be one of the Foundation's events this year. The Cardinals chose to reroute their tour to the Show Me Center. They assured her they will be back next year and that this was not a permanent move for them. Mrs. Williams reviewed the remainder of the calendar with the board and reminded them to mark these dates on their calendars if they are planning to volunteer for those events.
- ii. Spaghetti Day – Recreation Division Manager Penny Williams reviewed the financial analysis of Spaghetti Day with the Board. She reported that the overall net profit of the event was up and most of that contributed to the tickets sales and attendance. This was a record breaking year and Mrs. Williams thanked all the board members who helped in any way.

B. Park and Recreation Foundation Organizational Chart – Scott Williams

- i. Division Manager Scott Williams reviewed the draft organizational chart with that board and explained that it will need to be approved by the July meeting. Within the org chart is the list of sub committees. The established committees are the Finance Committee, the Special Events & Programs committee, and Memberships committee. Potential committees to start are the Sponsorship committee, Planning & Giving committee, and the Volunteers committee. Further discussion of these committees will be held in April.

C. Miscellaneous requests and funding

- i. Director Thompson would like to have a discussion at the April meeting of what they want the foundation to represent and how to improve our foundation. She would like the board to think of ways to give the foundation a stronger role and purpose. She explained that originally the foundation was started to provide funding for items that could not be paid for out of the operating budget. Because of the PRS tax funds a lot of the needed items have been funded, and the foundation funds have not been needed. She explained that the foundation now has the opportunity to do greater good and to use the funds for the community. Director Thompson explained how can we

inspire and create within our foundation to improve all entities of the community. She would like to discuss the short term and long term goals for using the foundation funds. The finance committee will discuss this before the next meeting.

7. Reports

- A. Finance Sub-Committee – Beverly Evans
 - i. Treasurer Beverly Evans reported that the committee hasn't met so she had nothing to report. She would like the committee to meet within the next month.
- B. Membership Sub-Committee – Percy Huston
 - i. Board Member Percy Huston, had nothing more to add than previously stated.
- C. Special Events & Programs Sub-Committee – Bari Neff
 - i. Chair Person Bari Neff, had nothing more to add than previously stated.

8. Other Business

- A. Parks & Recreation Projects / Reports
 - i. PRS/Parks & Recreation and Trails Master Plan
 - 1. Parks Division Manager Brock Davis reported that the staff has been able to get concrete work done at the Capaha Park Shelter area. He reported that they were currently in the process of requesting more PRS funds to add a splash pad and restroom at the location of the new shelter in Capaha Park. When Capaha renovations are complete the staff members will begin completing the other projects at the other parks including shelters, and playgrounds.
 - ii. Facility Feasibility and Economic Impact Study
 - 1. Director Julia Thompson reported that the indoor sports facility was accepted by the council. She explained that they are currently evaluating existing facilities. An RFP will be going out due to the amount of interest in this facility. All entities will have a chance to contribute. These requests will be evaluated by a review team and a decision will be made in April. She explained that there is a possibility for them to choose multiple partners. The proposals are to be submitted back by February, with the evaluations done in March, with a recommendation being proposed in April.

B. Next Meeting – April 16, 2015 @ 12:00pm

9. Adjournment

There being no further business, the meeting was adjourned with a motion from Beverly Evans and seconded by Percy Huston. Motion passed.

Respectfully submitted,

Tom Neumeyer, Secretary

