

FOUNDATION MEMBERS:

Bari Neff, President
Tom Neumeier, 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 MINUTES

Thursday April 16, 2015

Osage Centre

12:00 PM Noon

Absent: Tom Neumeier, Bob Basler, Michael Gardner, Percy Huston, Larry Essner

1. **Call to Order** – President Bari Neff
2. **Welcome & Introductions** – President Bari Neff
3. **Approval of Minutes:** President Bari Neff asked for the approval of minutes from the January 13, 2015 meeting. Danny Essner made a motion, seconded by Beverly Evans. All approved.
4. **Treasurer's Report:** Beverly Evans
 - A. 2013/2014 Foundation Account Balance Report as of December 31, 2014
 - i. Recreation Division Manager Scott Williams handed out the account balances report and explained what they were reviewing. He reported that the overall Foundation balance as of December 2014 was \$433,584.01. In October the board will receive the full fiscal year account balance.
 - B. Foundation Account Breakdown Report as of December 31, 2014
 - i. Recreation Division Manager Scott Williams explained that at our next meeting they would have the details for each of the sub accounts with expenses and revenues reflected. Division Manager Williams described each of the restricted accounts and the sub accounts within those accounts. Currently all accounts are restricted however the sub accounts of "Employee Deduction", "Loyalty Card", "Membership Program", and "Spaghetti Day", will be proposed as non-restricted funds in the 2015/2016 Operating Budget Approval.
 - C. 2015/2016 Proposed Operating Budget, Revenue & Expense
 - i. Recreation Division Manager Scott Williams reviewed the proposed expense and revenue foundation budget. He then went into detail about the capital improvement project items for this current year and 15-16 capital improvement items that the foundation is hoping to purchase. The board will receive an email of the budget prior to the July 16th meeting so they have a chance to look it over. Director Julia Thompson reminded the board that it's their responsibility as a board member to review the budgets and numbers so the foundation can be as tight as possible.
5. **Old Business**
 - A. Calendar of Events
 - i. Recreation Division Manager Penny Williams reviewed the calendar with the board members and reminded them to please attend the events they chose to volunteer at. She then gave the logistics of what the new event, Bike to School & Work Day, would entail and asked if any members would like to

volunteer. Bari Neff and Beverly Evans volunteered to help at this event. The volunteers will be emailed a week before reminding them of the event.

6. New Business

- A. Sponsorship Packages Update
 - i. Recreation Division Manager Scott Williams briefly described what the sponsorship packages entailed and the events and programs they benefit. He reported that Academy Sports + Outdoors renewed their agreement at \$10,000, along with Bank of Missouri at \$4,000, Cape Noon Optimist Club at \$6,700, and Bi State Oil Company at \$10,000. The companies he is still working on getting sponsorships from are Lanzotti and Rau, Mid-American Hotels, Southeast Smiles, Plaza Tire, First State Community Bank, and Southeast health. Director Thompson explained to the board that if they had suggestions of other companies to let Scott know so he can make the contact. These sponsorship packages are customizable to fit each company. Division Manager Williams will bring an example of a sponsorship for the next meeting.
- B. Parks and Recreation Foundation Organization Chart
 - i. Recreation Division Manager Scott Williams reviewed the chart with the board. He explained that there are currently three subcommittees established, which include finance, special events, and memberships. He would also like to start sub committees for sponsorships, planned giving, and volunteers. He suggested people to head the groups and said they would establish rolls at the July meeting.
- C. Miscellaneous Requests and Funding
 - i. Parks and Recreation Director Julia Thompson requested to run the funding for the Ken Dobbins commemorative statue through the foundation which was requests by higher authorities. Director Thompson went on to say that the foundation's name would not be on any part of this request. The board supported this action but they want to ensure that the Foundation doesn't over use its name, and that they don't always want to use the foundation as a pass through for a tax write off.
- D. Equipment Requests for Review
 - i. These were discussed by Recreation Division Manager Scott Williams under 2015/2016 Proposed Operating Budget, Revenue & Expense.

7. Reports

- A. Finance Sub-Committee – Beverly Evans
 - i. Treasurer Beverly Evans reported that the committee has met three times since January's meeting and they are currently working on the budget. The committee will present documents to ask for approval at July's meeting.
- B. Membership Sub-Committee – Percy Huston
 - i. Recreation Division Manager Scott Williams reported that currently the members of the Membership Program included 9 individuals, 40 families, 2 corporations, and 20 cards have been sold. Over \$5000 has been brought in by the program thus far. He reported that people have been very positive about this and there are also people still inquiring about being a member. Division Manager Williams then had the board review the second issue of Foundation Newsletter in draft form, and they are to get back to him with any changes. Corporate Sponsors of the week will be displayed on the marquee signs. They will sell discount cards through June. The campaign for the Foundation Membership Program will begin earlier for next year's renewals and new memberships.
- C. Special Events & Programs Sub-Committee – Bari Neff

- i. Recreation Division Manager Penny Williams handed out a sheet to review all the events the foundation currently administers. She wants the board to keep in mind that they aren't looking to add more events, but they would like to look for ways to improve what they are already doing, and to continue adding to these events to raise funds and possibly tying in donations, such as selling raffle tickets. One of the board members was told that some umpires suggested unlimited homeruns in the Cary Flanagan Tournament for the teams for an additional \$25. The board thought that was a good and creative idea.

8. Other Business

A. Parks & Recreation Projects / Reports

i. PRS/Parks & Recreation and Trails Master Plan

- 1. Parks and Recreation Director Julia Thompson reported that the parks and rec staff are in the process of performing an internal evaluation of what is trending and what they feel should be a priority for the Master Plan. She explained that there would be a survey available to the public in which they can express what they feel is important in this master plan. This would be available from July through September. Director Thompson would also like to develop focus groups and administer public meetings to gather data. They would compile data through the winter and then prioritize from there.

ii. Indoor Sports Complex

- 1. Parks and Recreation Director Julia Thompson reported to the board that there are three final sites to review over the next couple of weeks. An internal committee will review the three sites. There will be a public input phase coming soon, and a recommendation will be made at the May 18th city council meeting.

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

9. Adjournment

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

Respectfully submitted,

Tom Neumeyer, Secretary

