

# Agenda

## SOUTH PARK PARKS AND RECREATION DISTRICT (SPPRD) BOARD MEETING

August 23, 2023

**DATE AND TIME:** Pursuant to Colorado Revised Statutes § 32-1-903, a regular meeting of the board is scheduled on August 23 2023, 6:00 PM, in person & on Zoom, South Park Recreation Center.

1. Call to Order 6:03pm
2. Roll Call: Denise, Jane, Cameron, Kelly
3. Public Comments: Mark with the foundation board spoke about 11 Ways to effective fundraising.
  1. Denise wants to meet up sometime and help develop a better relationship. Mark is going to bring it back to the board.
  2. Mark is going to look into outsourcing some grant writing. With this, evaluate dollars spent and dollars errand
4. Approval of Minutes
5. Financial
  - A. Adelina Budget Update
  - B. New Organizational Structure Budget Modeling: Asked Adelina if she could model our new structure of roles with full-time people and if the budget can support it.
  - C. Grants Update
    1. ARPS applied for:
    2. Got money for roof repairs without a response. Saam reached out to them and connected with Tom to ensure the communication was good and follow through with the grant application.
6. New Business
  - A. Discuss & Vote on Combined Foundation/Rec Board Meetings
    1. Denise, motioned to sign and adopt The Amendment to the Intergovernmental Agreement between the Park County School District RE-R and South Park, Park, and Recreation District. Jane second. Passed by all board members.
  - B. Schedule Saam's Annual Evaluation – Include Transition Discussion/Negotiations
    1. Evaluation is going to be scheduled with Denise and Saam
    2. Transition Plan:
      - a. Is to start sooner than Saam's decision. Denise drafted a plan to help the orginztion to start 9/1 and end 10/31
      - b. 3 full time staff
        - i. Posting of roles by ED then followed are the start dates:
          1. Cameron motioned, Kelly second, all in in favor
        - ii. ED 10/1
        - iii. Pool Manager 10/1
        - iv. Program Manager with a bit of Front desk staff. 11/1

v. Saam will end his roll as ED on 10/31

1. Jane Yes
2. Denise Yes
3. Cameron Yes
4. Kelly Yes

7. Old Business

A. School Intergovernmental Agreement Update/Addendum

- i. New agreement needed advisement from the SB attorney, and they approved the new amendment

B. Cleaning Contract Recompete Award

- i. American Maid Cleaning- \$1,800.00 per month Board Approved

C. New Organizational Structure – Next Steps & Phased Timeline

D. Pool Manager Role – Actions (JD, Posting, etc.)

- i. The board will start the process. Saam will post the pool manager position

E. Roof RFP Contract Update – Start & Completion Dates

- i. Singed 9/4 with an estimated completion of 9/14

F. Facility Usage Update – Data Based Decisions such as Pool Hours of Operation/Seasons

- i. Split Shift for the pool manager. To help with covering the needed shifts. Starting pay for pool manager will be \$40-\$45K.

1. Jane- Yes
2. Denise Yes
3. Cameron Yes
4. Kelly Yes

G. Bylaws Review – Call Completed with Legal Counsel Project Initiated

- i. Denise and Carrie still working on this project. Going to look to the board for input for thoughts on what to add or remove. Need to put together a guide book to write the bylaws, and have a paralegal make the edits.

8. Director's Report: Saam

A. Membership & Program Growth & Development

B. Community & Member Engagement

- i. Skateboard event got cancelled.
- ii. Programs, getting ahead of this by working with outdoor Education groups and 8 getting permits for the next 8 years.
- iii. Revenue is up from YTD of 22

C. Development & Staff Training

D. Facility & Technology Management

E. Communication with the Board

9. Executive Session: N/A

10. Motion to Adjourn @ 7:38 Cameron, Denise second. All in favor