

Minutes

SOUTH PARK PARKS AND RECREATION DISTRICT (SPPRD) BOARD MEETING

May 24, 2022

DATE AND TIME: Pursuant to Colorado Revised Statutes § 32-1-903, a regular meeting of the board is scheduled on May 24, 2022, 6:00 PM, in person, South Park Recreation Center.

1. Call to Order – 6PM
2. Roll Call – Denise, Barb, Jane, Matt, Kevin, Cam, Janelle, Saam, Randy
3. Public Comments – Randy is glad to be here.
4. Approval of Minutes – Cam Motions, Kevin 2nds, Motion Passed
5. Oath of Office Elected Board Members – Cam, Barb and Jane took their oaths and signed their oaths
6. Introductions – Everyone introduced themselves.
7. Appointment of New Board Member – Cam motions to nominate Denise, Kevin 2nds, Motion Passed
8. Oath of Office Appointed Board Member – Denise took her oath
9. New Business
 - A. Grants Update
 - i. Staff applied for CPW \$50,000 grant for a van
 - ii. Staff applied for \$5000 from the Summit Foundation for skate board park repairs
 - iii. Staff applied for funding opportunities
 1. \$50,000 towards a climbing wall
 - a. Cam has some concerns about space – We will want to revisit depending on if funds come through. Kevin wants to weigh what the new Board wants in terms of direction for the Rec Center (Strategic Plan). The Board discussed a broad spectrum of use and expansion possibilities.
 2. \$20,000 towards a new storage shed
 - B. Staffing Update – Saam gave an update. They’ve hired two new life guards. Staff has hired three new front desk employees. Saam is going to set up a new lifeguard training class in early June.
 - C. Mindbody Membership Software/Club Automation – Mindbody (currently use as part of Beta program) doesn’t work for Rec Center very well. Saam’s looking into new software programs for day-to-day operations. Club Automation is putting together a new quote. They come from a fitness facility background.
 - D. Executive Director Annual Review (Process & Plan – full board or designate 2 members to conduct review) – Saam’s review is due the end of June.
 - i. The Board decides to have two people run the review.
 - ii. Matt motions to have Cam and Denise perform the annual review. Kevin 2^{nds}. The motion passed.

10. Old Business

- A. Pickle Ball/Basketball Court – Funding Source, Concrete Quotes
 - i. Awaiting 1 of 3 quotes.
 - ii. Saam brought up the possibility of using our parking lot. This could be a good temporary solution.
 - B. Carrie's Increase – Additional Responsibilities \$5K increase
 - i. Carrie is taking on new roles instead of hiring a new head lifeguard.
 - ii. Cam motions to increase Carrie's salary by \$5000 with the understanding of a 3 month transition period retroactive to May 13 based on performance; Roll Call Vote – Kevin, Matt, Cam, Denise all voted Yes
 - C. Tolin Contract Up for Recompete, Next Steps RFP
 - i. Matt to get some sample RFP's
 - D. Water Bottle Filler – Matt has some recommendations based on use. We'll look to see if Lou would want to install (Andrew quoted \$135/hr).
 - E. Financial Transition (Quick Books Module-Adelina/Lyndsey Transition)
 - i. Adelina transferring info to Quickbooks and meeting with Lyndsey.
 - F. Marketing Flyers – Realtors – Discount
 - i. Saam has not ordered yet
 - G. Strategic Planning - Set for July 8
11. Director's Report: Saam – emailed prior to meeting
- A. Membership & Program Growth & Development
 - B. Community & Member Engagement
 - C. Development & Staff Training
 - D. Facility & Technology Management
 - i. Saam has a quote for Radiant indoor/outdoor digital messaging system. Currently using Loop TV. Cam suggests putting together a slideshow, but we'd have to update our TV's.
 - ii. Saam has a new email address set up for Board Members. Reminder, emails should be addressed to 2 Board members at most. The rest should blind cc'd.
 - E. Communication with the Board
 - F. Attorney
 - i. FMLA language
 - ii. Hepatitis B Vaccines
 - G. Liability wise, pets are not allowed. Saam will work on the service animal verbiage.
12. Financial Report – Adelina – No Report
13. Executive Session: N/A
14. Motion to Adjourn – Cam motions; Kevin's 2nds; Motion passed