

## ***Board Meeting Minutes –January 19, 2022***

### **Item 1 – Pledge of Allegiance**

### **Item 2 – Roll Call at 6:33**

Board Members answering roll call were Board President Edelmon, Board Member Lewis, Board Member Rohn, Board Member Baiamonte, and Board Member Kennedy.

### **Item 3— Review of Minutes from December 8, 2021:**

Board member Lewis made a motion.  
Board member Kennedy seconded.  
Motion carried.

### **Item 4 – Public Comment**

### **Item 5 –Staff Reports**

- a. Ms. Mays introduced Triston Harrison, new EAPRD intern to the board. She mentioned he has already created 3 goals for himself and is working on designing and implementing an after-school program for middle school kids. They are going to do a roundtable meeting with kids of the age group to see what they would like to see happen with this new program. Goal is to implement before early February.
- b. Ms. Mays discussed the Aquatics Coordinator position opening. It is in consideration to extend the deadline for applicants as there is not currently a large pool of applicants. Guest Services openings and structure will be discussed at a future date. Ms. Mays and Ms. Golden have been covering at this time. Ms. Mays is covering aquatics as needed and working with the staff to keep that area moving smoothly.
- c. Board Member Edelmon inquired who is covering sponsorships at this time. Ms. Mays explained that staff is currently tackling it as a team. Mr. Stone has worked with Ms. Wagner a little on corporate members and ensuring communication piece does not drop off. Board Member Edelmon wants to ensure that the current foundation is maintained.
- d. Ms. Mays reported for Ms. Brown about athletics. This Saturday is the first host date for NVAA Basketball. The EAPRD will be hosting six weekends as the season progresses. Board Member Edelmon gave Ms. Brown kudos regarding her work in athletics. Board Member Lewis made a comment about how high NVAA numbers have been. She wanted to reiterate to the board that the number of teams the District has in the league is unbelievable
- e. Ms. Mays noted the District has 18 weekends of the 31 between March and August booked for ballfield rentals at the Eaton Area Athletic Complex. They also

already have a few organizations interested in the rest of the weekends and wanting to bid for the remaining dates.

- f. Ms. Mays thanked Mr. Ciancio for his hard work keeping the roads and sidewalks clear. Board Member Edelmon thanked him as well.
- g. Ms. Mays provided an election update. Currently are accepting self-nomination forms which are at the Welcome Desk or can be printed from the EAPRD website. She noted there is an election page that is on the website. Formal call for nominations will be January 27<sup>th</sup>. It will also run in the newspaper on January 28<sup>th</sup>. She plans to meet with the Fire Department to discuss the election partnership next week. These meetings have been delayed due to illness.
- h. Ms. Hodge provided an update on her program areas. Winter Wellness Week will be happening the week of February 7<sup>th</sup> and will incorporate samples of different programs offered in the facility. Highlights include a card workshop, drawing for group fitness class registrants for a personal training session, pop-up fencing and Daddy Daughter Dance to cap off the week. Senior resource fair has been rescheduled out of an abundance of caution as vendors were having concerns regarding COVID numbers. Still recruiting vendors but already have one sponsor. Special Interests – will be opening Young Rembrandt's program tomorrow for ages 3-12. It is a youth focused art program. National Exercise Trainers Association. Ms. Hodge has been working with them on curriculum for their group fitness instructor certification exam. She has been able to incorporate members of the group fitness team at the EAPRD's experiences. This knowledge will be brought to the entire nation and help instructors provide quality classes.
- i. Mr. Harrison introduced himself to the board as the intern for the spring semester. He mentioned his plan is to begin to implement the program for middle schoolers to give them a place to be and help clear the hallways during practices in the afternoon. Roundtable will happen Friday. He is seeking to find a low maintenance option that attendees would like and help the center staff with those stressful times.
- j. Ms. Wagner presented a few marketing highlights to the board. The latest program guide has reached about 1,200 readers in digital alone via social. Print guides are on their way this week. The current guide runs through May of this year. She noted the next guide cycle will be starting soon. She also highlighted the Holiday Healing Yoga pop-up class which took place in late December. It was pushed as a Facebook event and the class was filled with around 20 attendees. She noted that the email list in MailChimp has been updated to include all the contacts currently listed in ActiveNet. This included 503 new contacts who all received the program guide as their first email communication from the District. Lastly, she mentioned a focus right now is the center ad tv and keeping it up to date at all times along with calendars in the restrooms. The tv also features sponsor logos as part of their contracts.
- k. Board Member Kennedy noted the middle school after school program will meet a need as the facility does appear to get overwhelmed. Ms. Mays mentioned there

are some groups they have identified as potentially problematic during the busy after school time at the center. Ms. Mays said they have had conversations with the individuals involved, and they went well. However, she did ask that Board Member Kennedy reach out if she continues to notice any problems.

**Item 7 – Financial Report – Presented by Alan Holmberg**

- a. December was a strong month financially and saw \$70,000 in revenue.
- b. School district was paid \$90,417 in the middle of December
- c. End of the year the bank account was around \$2 million. Good balance for this time of the year. This is because of the school district payment and December being a strong month for revenues. The funds are just at the local bank account and does not include all assets.
- d. Board Member Lewis asked Mr. Holmberg when we he would recommend the District begin to allocate into some capital projects. Mr. Holmberg said he would wait for the tax valuation on July 25<sup>th</sup> and see what 2023 looks like before providing a recommendation on that. Board Member Lewis wants to make sure that the District continues moving forward and providing shareholders the best. Not sitting on lots of money when the Master plan has not been completed. Mr. Holmberg mentioned there are funds of about \$500,000 in the escrow account that could be used for capital projects as it is not legally restricted funds.
- e. Board President Edelman wants to explore strategic planning and see if grants are in the cards. Board Member Lewis mentioned it may be time for a capital campaign and maybe there are community members who are interested participating. Board Member Lewis would like the District to be proactive instead of reactive regarding usage and expansion. Board Member Kennedy asked who oversees the grant cycle. Ms. Mays said that multiple staff members have been watching individually and that they will get a list of dates to the board, then have someone in charge of watching the deadlines for grants. Ms. Mays noted there is not a specific plan but the District can designate people to keep their eyes out for dates and deadlines. Also mentioned looking at even parking lot resurfaces grants. Board Member Lewis mentioned Weld Trust is issuing quarterly grants and that could be good for Mr. Harrison's program. She is certain the District would have something each time that would be included in their parameters for eligibility.
- f. Board President Edelman wants to push for a plan to expand. He feels we are stagnant. He wants to take a look at where the District should go in the future. He mentioned he understands tax money has been lost but the District is still in a decent financial spot combined with over avenues to help. Lastly—update on grant cycling at the next meeting was requested by Board Member Kennedy. For capital improvements, around May or June Board Member Kennedy would like to get a plan together for when July's tax number come out. She would like to see a strategic plan for 1,3, and 5 years. Board President Edelman would like to see an all boards meeting for the entire community including Town, Schools, etc. Board Member Lewis mentioned the directors in the community want to wait for June or July for that sort of meeting because of position openings on so many different boards. She did say the

Town Board is interested in an all boards meeting. Board Member Kennedy would like to see a date in May for the District Board to meet and collaborate about planning. Holmberg said it may be a longer process to get some of the grants that are of interest. Board Member Lewis thinks the District should look into Go Co grants. Board Member Kennedy thinks we should look at Weld Trust with Go Co next. Board Member Lewis also discussed looking into the Community Foundation.

### **Item 8 – New Business**

- a. Resolution District Board Meeting Posting Locations
  - a. Ms. Mays discussed places for board meeting notifications in public spaces. This resolution is required to be done annually and calls for the North and South entrance of the EACC and the District’s website to be posting sites. Ms. Mays and Mr. Stone believe those are high visibility places suitable for these announcements.
    - i. Board Member Lewis made a motion to approve. Board Member Board Member Kennedy Seconded. Motion carried.
- b. Concession Agreement
  - a. Ms. Mays discussed the agreement. A few months ago, the District was approached by a local vendor to provide concessions for the EAAC concession building. They determined an outside vendor was a good option for the 2022 athletic season with the difficulties of finding staff. Worked with legal counsel to handle the agreement which specifies the scope of service, length of terms, requirements, compensation to the District and additional responsibilities and obligations of the vendor. Board President Edelman did not see any issue. He was curious if the vendor is available for every time the District is booked for an event. Ms. Mays said it is her understanding that they are committed. Mr. Stone confirmed they are committed to tournament dates, maybe evening practices, and league play nights for GEYL.
    - i. Seeking authorization to use the agreement with vendors moving forward for food trucks and other vendors. Board President Edelman supports the agreement.
    - ii. Board President Edelman noted he would like to the concession stand as busy as others in the area and Board Member Kennedy noted it was an extensive, thorough agreement.

### **Item 9 – Board Reports**

- a. Board Member Kennedy thanked the staff for persevering and welcomed Triston to the team. Board Member Lewis concurred.
- b. Board President Edelman thanked the staff for picking up extra work and keeping the District going strong.
- c. Edelman explained there was a mix up with the pavilion permits. Brian had an update that they will be moving forward soon.

Meeting adjourned at 7:18pm.