



MEETING Minutes

In Person Meeting

February 7, 2022 – 6:00 pm

Conference Room at Metro District Parks, Recreation and Open Space Office
3280 Redstone Park Circle, Highlands Ranch, CO 80129

In Attendance:

1. Call to order

The meeting was called to order by Gary Herbella at 6:01 pm. A quorum was present.

2. Approval of December 2021 Meeting Minutes

A motion was made by Christine Marriott, and seconded by Roy Mapp to approve the December 2021 meeting minutes. The motion passed unanimously.

3. Review Finance Reports

The 2021 year end financial statement was reviewed.

A motion was made by Bob Epstein, and seconded by Mary Parker to approve the Finance Report. The motion passed unanimously.

4. Agenda Items

a. Trustee Applicant Conversations

Applications for trustee positions have been received. They will be provided information about the Trustee responsibilities and the Foundation, and if interested, will be invited to the next meeting for discussion.

b. Foundation Documents

- i. No changes were recommended to the Mission / Vision / Guiding Principles statements.
- ii. Some discussion was had in regards to the Bylaws. Trustees will provide recommendations for review at the next meeting.
- iii. Some discussion was had in regards to the Standard Operating Policies and Procedures. Trustees will provide recommendations for review at the next meeting.

A motion to approve changing the signature authority to state 'PROS Director' was made by Christine Marriott and seconded by Bob Epstein. The motion passed unanimously.

- iv. Developing a Memorandum of Understanding (MOU) with the Highlands Ranch Metro District was discussed. A draft MOU will be prepared for consideration and review at the next meeting.

c. 2022 Proposed Projects

- i. The 2022 staff proposed projects were reviewed

A motion to approve the 2022 projects as submitted as made by Roy Mapp, and seconded by Mary Parker. The motion passed unanimously.

- d. Christine proposed planning a national day of service on Martin Luther King Day. A proposal will be developed and considered at the next meeting.

- e. The 2022 golf tournament was discussed, along with ways the Trustees could support the event. Soliciting new sponsorships and prizes is the most important contribution. Staff will provide additional opportunities to support the event.

5. Next Meeting – May 2, 2022

A motion to adjourn was made at 7:12pm by Roy Mapp and seconded by Mark Parker. The motion passed unanimously.