



MEETING MINUTES

In Person Meeting

May 2, 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: Gary Herbella, Bob Epstein, Mary Parker, Christina Marriott, Roy Mapp

Guest: John Bartlett

Staff: Tammy Tucker, PROS Director

1. Call to order

Meeting was called to order by Gary Herbella at 6:04 pm. A quorum was present.

2. Approval of February 2022 Meeting Minutes

A motion was made by Gary to approve the February minutes. Mary seconded. Passed unanimously.

3. Review Finance Report

The finance report was reviewed, with discussion regarding fund balance, dedicated funds, and possible options for raising additional funds.

4. Agenda Items

a. Trustee Applicants

John Bartlett told the Trustees about himself and his interest in becoming a Trustee with the Foundation.

A motion was made to approve John Bartlett's appointment to the board, contingent upon successfully passing a background check. Passed unanimously.

b. Golf Tournament

An information sheet detailing plans for the 2022 Golf Tournament was shared and reviewed. Trustees discussed identifying potential sponsors and making contact to inquire about their interest in becoming a sponsor of the event.

c. Foundation Documents

- i. Bylaws were reviewed and discussed; no changes were made to the previous version with the exception of the addition of Section 19 regarding the Dissolution of the Foundation.

- ii. Standard Operating Procedures were reviewed. Organization of the content was adjusted to improve readability.

Motion to approve the Bylaws and Standard Operating Procedures was made by Christina Marriot and seconded by Mary Parker. Passed unanimously.

- iii. The Memorandum of Understanding (MOU) was reviewed and the advantages of formalizing the partnership were discussed.

Motion to accept the MOU was made by Roy Mapp and seconded by Christina Marriott. Passed unanimously.

d. 2022 Project Update

Revisions to the 2022 projects were discussed, including adjustments made to Mansion projects to allow for funds to be redirected. A proposal was made by John Bartlett to consider hosting a bowling tournament to raise funds for the bowling alley renovation. Staffing a booth at Kid Fest of the Ice Cream Social was also discussed.

e. 2023 Day of Service

Christina shared a proposal for the Foundation to support a day of service on Martin Luther King Day. Discussion was had in regards to cost, and options for locations to reduce associated expense. Discussion was had in regards to required support, including impact on Metro District staff during a heavy work volume, due to weather and the winter holiday event. Potential for pursuing a service activity which synchronizes with existing Metro District activity, such as Renew the Ranch, or Colorado Cares was discussed. Positive impact of supporting a service activity was acknowledge by the group, as was the need to keep costs low.

Tammy will research possible avenues for coordinating service activities with existing Metro District efforts.

5. Next Meeting – August 1, 2022

Adjourn

Motion to adjourn was made by Gary Herbella at 8:10 pm, seconded by Bob Epstein.