

# Minutes

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

August 30, 2022

**DATE AND TIME:** Pursuant to Colorado Revised Statutes § 32-1-903, a regular meeting of the board is scheduled on August 30, 2022, 6:00 PM, in person, South Park Recreation Center.

1. Call to Order – 6:04
2. Roll Call – Cam, Denise, Matt, Jane, Barb
3. Public Comments
  - A. Mark Milligan (Foundation Board)
    - i. Mark visited Gypsum. Their website is [mountainrecfoundation.org](http://mountainrecfoundation.org). They have a very organized Board along with personal stories on their website to draw in personal connections. They also have snack bar and coffee shop that makes the building a community gathering site. Mark's willing to visit other facilities
    - ii. Daniel Knudsen's letter showing interest in a climbing wall. Daniel's organization (South Park Prevention Coalition) has funding for youth programs in our area. A climbing wall would be something that they would be interested in.
      1. Dan working on winter snow sports on site if we can figure out how to acquire snow. Saam working with him now. More info to come.
4. Approval of Minutes – Cam motions to approve with the addition of Jane as an attendee; Matt 2nds; Motion Approved
5. Financial Report – Adelina (if available via call) - We'll wait for Adelina to present. She's unavailable tonight.
6. New Business
  - A. Board Communication Protocols – When App vs Email, Which App
    - i. Email is not a good medium for last minute communication. Jane uses groupme and likes using it. From now on, we will contact Saam. He will send out a group text.
  - B. Pools Special Initiative Grant Award and Next Steps
    - i. We have \$12,500 to spend. Saam working with new trainees to help fund their lifeguard certification. 3 new lifeguards certification paid for. Funding provided towards lifeguards based on work hours along with front desk hours (incentive cross training). 10 total Red Cross certifications will be paid for as well. Saam recommends splitting remaining funds between Saam and Carrie. Details included in the Saam's monthly report.
7. Old Business

- A. Strategic Planning – Expansion Discussion Continued – Date of both Pre and Actual Session
    - i. Saam put together strategic plan packets.
    - ii. Cam points out that expansion is a main goal for the board.
    - iii. Saam has Action Plan training from CSU Extension Office Sep 16 training he can set up.
    - iv. Matt suggests a starting point of determining what type of facility what we want. We can tour the Breckenridge Rec Center and Tennis Facility.
    - v. Maintenance of the facility needs to be part of the plan. Saam has a maintenance needs assessment.
    - vi. We'll start an email chain for dates and wants/needs for Action Plan and Strategic Plan.
  - B. Follow Up on Financial Contact from last meeting-review cost impact – No new updates.
  - C. Water Bottle Filler – Moved to 2023
  - D. Pickle Ball – Next Steps?
    - i. Moved to 2023
  - E. Marketing Flyers – Realtors – Discount
    - i. Saam got the flyers in. They cost \$150. Saam could use help distributing. 10% discount for various community groups.
  - F. Executive Director Annual Review Completion & Salary Adjustment
    - i. Cam and Denise completed Saam's review. 5 criteria used. Saam has been doing a great job. Some goals for the next review period have been laid out. They're recommending an increase to \$70,000/year. Adelina says our budget can support it.
    - ii. Saam would like the board to pay more for his duties.
    - iii. Cam recommends retroactive pay to 6 months and some type of health plan/benefits package.
    - iv. Barb recommends a regular performance evaluation with some type of increase plan to keep a yearly negotiation from presenting itself every year
    - v. Cam motions to backdate a pay raise to Jan 1<sup>st</sup> based on the \$70,000/year wage and the Board will look into fulltime employee health benefits/insurance; Barb 2nds; Roll Call Approval – Matt approves, Denise approves, Cam approves, Jane approves, Barb approves
  - G. Fitness Challenge – Jane suggests doing it again.
  - H. Teen hangout night – Jane suggests a new program night. Carrie has some ideas that could go along with that.
8. Director's Report: Saam
- A. Membership & Program Growth & Development

- i. Rental agreement for a dance studio using the multi-purpose rooms on nightly rental (\$600 for 1 night/week rental).
  - B. Community & Member Engagement
  - C. Development & Staff Training
  - D. Facility & Technology Management
    - i. Cost analysis for new Rec Software – Saam recommends Rec Desk software. Will cost approx. \$1000 more per year. We can save \$400-500 by getting rid of When I Work. Onboarding would be much easier. 3 month trial/setup would start October and full use starts up Jan 1.
  - E. Communication with the Board
- 9. Executive Session: N/A
- 10. Motion to Adjourn – Matt motions to adjourn at 8:00PM; Cam 2nds; Motion passed