

**Friends of Parks and Recreation  
Minutes  
February 20, 2024**

**Attending**

Ken Haines	Laurie Mason	Meredith Petit
Doug Severs	Charley Fisher	Tom Kirch
Lynne Dimmick	Stephanie Long	Olga Loza

**Special Guests:**

Members of the graphic design/visual communications class from LBCC Jean Scott.

Olga brought the meeting to order at 4:30pm. There was an in-depth discussion about several new logo designs created for Friends by students at LBCC. Board members offered opinions on edits to the two designs. Changes will be made and a decision on the new logo design will be made after discussion at the next meeting.

The Board has discussed beginning meetings at 4:30 rather than 5:00pm. Laurie made a motion to change our start time to 4:30pm. Doug seconded the motion. The vote was unanimous in favor of the motion.

**Introduction of New Board Member**

Laurie introduced potential new Board member, JeanScott. Jean has worked with HVCC for many years and is familiar with using QuickBooks. Jean attended the meeting as an observer. The Board hopes to vote to add her to the Board at our next meeting.

**Meredith's Report**

There was a lengthy discussion about MLK Park's primary donor transferring stock, ultimately totaling two million dollars. Friends has been involved with this process because we are set up through Edward Jones to accept and sell the stock. In July of 2021, the Board discussed accepting 1.5% rather than our standard 3%. There was some confusion regarding whether some or all donations would be given the 1.5% rate. Meredith understood that 1.5% would be charged on all donations to MLK park. Laurie pointed out that donations are set up in QuickBooks as 3% going to our general fund. Charley added that the lower percentage was supposed to be only for large donations (those over \$500,000). There was a question about who covers the broker fees when stock is sold. Olga said the MLK project is covering those. Meredith said that the primary donor gave a check to the city for \$90,000 with the understanding that the rest of the money would come from donations of stock. Stephanie mentioned that she thought the administrative amount going to the Friends general fund was two tiered, with large donations being charged 1.5% and small one being charged 3%. Olga pointed out that all donations to the project have not come through Friends. Laurie said she could give the Board the fee amounts that have been recouped so far. Tom asked what the project budget is. Meredith said the budget was eight million dollars and asked that the admin fee be kept at 1.5% for all donations. Stephanie suggested a date when the lower fee will sunset and donations received after that point will be charged 3%. Olga

made a motion that all donations for the MLK Park project will be subject to a 1.5% administrative fee through the end of 2025 and that all broker fees will be covered by the MLK committee. Laurie seconded the motion. The vote was unanimous to approve the motion.

Terri from Parks and Rec requested funds to support free concerts at Chintimini during the summer, asking for \$500 for sound for each of three concerts. Other requests included \$300 for the Mother's Day Tea and \$1000 for a Volunteer Recognition event in September.

Laurie made a motion to fund these requests. Stephanie seconded. The vote was unanimous to approve the requests.

### **Treasurer's Report**

Laurie said reconciling the accounts in QuickBooks was taking longer than she anticipated. The Board had previously approved \$200 for purchase of QuickBooks which ended up costing \$160. The second installment of \$1000 for the pollinator garden in Central Park is now due. Laurie paid the accountant she consulted \$737. Laurie then donated that amount plus an additional \$175 previously paid by Mary back to Friends. She requested donations for Karen Emery's star at the Majestic Theatre, if Board approves. Laurie moved to purchase the star for \$1500. Charley seconded the motion and the vote was unanimous. A decision was made to use Karen's name and title on the star via email.

Olga asked Terri what upgrades would be needed in the near future at the Community Center so that Friends could manage the timing of when the CDs would come due. Terri said there would need to be floor improvements done in 2025 which will cost up to \$10,000. A larger project coming later in 2025 would be bathroom upgrades which will cost between \$50,000 and \$100,000.

### **Our next meeting will be held on March 19 at 4:30.**

The meeting was adjourned at 6pm.

Respectfully submitted by Stephanie Long Mehlenbacher