

**TRPR Board Minutes  
Milliken Athletic Complex  
320 Centennial Drive, Milliken  
October 30, 2017**

**CALL TO ORDER:**

President, Stewart Erickson called the meeting to order at 5:57 P.M.

**ROLL CALL:**

The following Directors were present: President, Stewart Erickson, Vice-President, Lorraine Schierer, Secretary/ Treasurer, Phyllis, and Trustee, Bruce Barbara Wright-Wisner, Trustee, Tom Fajardo attended at 8:00pm.

Also were present: Executive Director, Clint Dudley, and Operations Manager, Shae Lind

**PLEDGE OF ALLEGIANCE:**

President, Stewart Erickson led the Pledge of Allegiance.

**CONSENT AGENDA:**

Secretary/ Treasurer, Phyllis made a motion seconded by Vice-President, Lorraine Schierer to approve the Consent Agenda with the following items included:

- Minutes: 9/18/17
- Profit vs. Loss: 9/17
- Transactions by Vendor: 9/17
- Payroll: 9/17
- Budget vs. Actual: 9/17
- Balance Sheet: 9/17

Vote: President, Stewart Erickson- Yes, Vice-President, Lorraine Schierer - Yes, Secretary/ Treasurer, Phyllis- Yes, Trustee, Barbara Wright-Wisner- Yes

**PUBLIC COMMENT:**

There was no public comment.

**EMPLOYEE REPORT: LINDSAY GUARD & JARRON CITO**

Parks Manager, Jarron Cito gave the board a bit of background information about himself. He has been a full-time employee with TRPR for about 3 years, he loves what he does and the challenges they deal with daily. The challenges he faces on the job is time management, they have a lot of help in the summer but when it comes to Fall & Spring that is when they are the busiest they have little in the way of part-time help.

Program/ Fitness Manager, Lindsay Guard is a part-time employee at TRPR and has been apart of TRPR since 2005. Lindsay provided the board a video presentation on what her job entails at TRPR. Lindsay asked all of the

board members a few questions such as what do you like about being on the Board, What prompted you to want to meet all of us, and what would your goals be for my position?

### **PUBLIC RECORDS REQUEST POLICY UPDATE**

Our attorney's have given us as standard policy for Public Records Request. The update on this public records request policy is primarily to hand out the information digitally so that the public can search within the document.

President, Stewart Erickson made a motion seconded by Trustee, Barbara Wright-Wisner to approve the Public Records Request Policy.

Vote: President, Stewart Erickson- Yes, Vice-President, Lorraine Schierer - Yes, Secretary/ Treasurer, Phyllis- Yes, Trustee, Barbara Wright-Wisner- Yes

### **EXECUTIVE DIRECTOR UPDATE**

Johnstown fall fest, we had a booth and handed out healthy alternative snacks, and had about 300 people at our booth. We had a smoothie bike that blended all the fruit.

Our Daddy/ Daughter dance was at the end of September and had over 315 people that attended. In 3 community rooms were set up as catering style, the dance instructor did crafts at the table, had the photobooth and DJ set up in the gym.

Executive Director, Clint Dudley met with the High School Principal and Athletic Director to let them know TRPR and the high school are on good terms and our relationship is strong.

Met with Hall-Irwin and went over the items that were within warranty and few items that did not get done. The gutters leak at all seams, and one gutter on the side leaks a lot in the winter and leaves ice on the sidewalk. Another issue is the heating and air conditioning ventilation in the front of the facility. When its super windy outside it comes in the ducts from outside and comes straight down in the returns into the facility and it is super cold in the winter. They are going thru a 3-step resolution on how to fix it.

Cleaning shut down will be doing annually cleaning every year around Christmas and this is our first time shutting down. Cleaning this year will start December 21<sup>st</sup> & 22<sup>nd</sup> and then they star the floors the day after Christmas and we will be shut down that whole week.

Executive Director, Clint Dudley is meeting with the Milliken planner, lots of rumors about construction that will be going on at the bridge and wanted to meet with her to get clarification since we will have people from Johnstown coming to practices, people from Windsor, and Berthoud coming down for games.

Town of Milliken and local non-profit will be doing a Veteran's Day event here outside at the Milliken Athletic Complex and plan on having thousands of people attending the event.

The board is going to think about moving the board meetings to the 4<sup>th</sup> Monday of the month since two of the months it lands on a holiday.

### **2018 BUDGET REVIEW**

Executive Director, Clint Dudley presented the 2018 Budget to the board and talked about implementing strategic planning goals, and assigning dollars to specific projects.

**EXECUTIVE SESSION:**

There was no need for executive session.

**2017 STRATEGIC PLAN:**

The Board reviewed their previously identified focus areas for the next three year plan. After a lengthy discussion about opening a Johnstown location the topic was tabled. The board decided to offer free fitness classes for school district employees in 2018 to foster the District – District relationship. TRPR will also sponsor school district employee teams in adult activities. Dudley discussed possible customer service trainings for staff, the Board asked Dudley to present at least three options at the next meeting.

**ADJOURNMENT:**

President, Stewart Erickson adjourned the meeting at 9:45 PM