

DES MOINES WATER WORKS PARK FOUNDATION

Board of Directors Meeting

Friday, October 10, 2014 - DMWW 12:00PM - 1:30PM

Meeting Minutes

Attendees: Zac Voss - President, Tom Farr, Dylan Huey, Morgan Wilcox, Katie Gillette, Kate Byus, Ryan Flynn, Ryan Hanser, Gunnar Olson, Bill Stowe, Hannah Inman, Kathryn Dickel and Marc Wallace. Claudia Schabel (via tele-conference).

Guests/Staff: Josh Faber from the Renaissance Group. Sam Carrell: Staff.

I. Call to order/ confirm quorum:

- The meeting was called to order at 12:08 PM, by DMWWPF President Zac Voss on Friday, October 10th, 2014, at the boardroom of the Des Moines Water Works administrative building, 14 of the 17 members were present and members received notice of the meeting.

II. Approve minutes of prior meeting

- The meeting minutes from the board meeting held on Friday, October 10th, 2014 were handed out prior to the meeting and reviewed by the board.

Motion: Stowe motioned to approve last month's meeting minutes. Seconded by Flynn. APPROVED.

III. Presidents Report (Zac Voss):

- Green ribbon commission event: Randy reported about that this meeting which was well attended. Key players were excited about the Foundation and our vision.
 - Some feedback that Reichardt informed the board about is that many agreed that this can't be approached by county but with a regional approach.
- IA Magazine launch party: The IA Magazine launch party was well attended.

IV. BOD Development Segment:

Bob Riley, Green Ribbon Commission:

Josh Faber, RGI: Faber reports that he has been working closely with Carell and Voss to work through phasing and creating a story to bring out to the press.

- Bulk of small group meetings are targeted to be completed by mid December.

IV. Committee Reports

i. Development (Kate Byus):

- Byus reported that a majority of the work was covered by Faber regarding phasing which is the Development's committee largest initiative.

ii. Marketing/Communication (Kathryn Dickel):

- The launch party went very well and there are 1,000 overruns. The overruns were distributed to board members at the BOD October meeting so that members can pass out to those who would be interested.

- The website is up and running DMWWPF.org, this will be an interim website until Spring. the website includes:
 - News, history, board members, master plan,
 - Items the Marketing Committee would like to add:
 - News- board announcements
 - Events calendar
 - News: newsletter signup widget
 - Wallace mentions that one thing he would like to see happen is a donation functionality and recognition for friends of the park.
 - Faber explains that this type of function can be concurrent with a large fundraising plan.

iii. User Groups (Dylan Huey):

- Huey asked for volunteers for Jolly Holiday lights for a few nights to help out.
- Huey has been in contact with Brad Argo about putting a canoe access point in the park. The DNR has already been looking at access points so we have their support to help implement an access point.
 - DNR was guessing 6-8K

MOTION: DICKEL motioned to approve the process of implementing an access point. BYUS seconded. APPROVED.

iv. Governance (Claudia Shabel):

- Carrell reported on behalf of Shabel to remind the board that additional governance documents were provided via email (code of ethics, confidentiality, Board of Directors agreement).

v. Treasurers Report - Tom Farr:

- Farr reported that the Foundation received it's 501C3 designation.
- The Community Foundation is no longer able to hold accounts without a fee. Due to this requirement we will now hold funds in Bankers Trust Bank.

vi. Implementation – Chad Rasmussen

- Chad was unable to attend this month's meeting but will join for November.

vii. Finance – Ryan Flynn

- Flynn handed out a Financial Statement prior to the meeting to update the board about current state of funds and that he has created a basic structure of an accounting report which evolve as the Foundation evolves.

V. Old Business

•Phasing Discussion:

- Voss would like the board to decide which area we want to hone in on so that we can let RGI investigate what can be done.
 - Would also like the board to take a look at the three nodes and decide which one should be focused on first.
- Voss suggest that we keep other nodes engaged while efforts are being focused on one node and that members then volunteer to 'own' the other two nodes to ensure that they keep coming along.

Motion: Voss motions to approve providing a fee to Mike Bell to walk us through the phasing and pricing. Dickel seconded. APPROVED.

VI. New Business

- Governance – Resolution on Board Of Directors elections, annual meeting. Code of Ethics, Confidentiality State, Board Commitment.
- MPO representation: Voss discusses that it may be beneficial to bring the Director of the MPO onto the board.

VII. Announcements: A voluntary phasing session will be held on Thursday, October 23rd at 6:30AM -9:00 AM

VIII. Adjourn:

Motion to adjourn at 1:42 PM on October 10th, 2014. Dickel motions to adjourn the meeting. Byus seconded. APPROVED.

IX. Executive Session:

Upcoming Meetings/Events

Development Committee: **Friday, November 7** – 11:30 am - RGI

Marketing Committee: **Thursday, November 6** - 1:00 pm - DMWW

Next BOD Meeting: **Friday, November 14** - 12:00 pm - 1:30 DMWW