

DES MOINES WATER WORKS PARK FOUNDATION
Board of Directors Meeting
Friday, May 13, 2016- DMWW 12:00 - 1:30
Minutes



Board Members Present: Claudia Schabel, Tom Farr, Ben Mclean, Randy Reichardt, Ryan Hanser, Katie Gillette, Kate Byus, Proctor Lureman, Dave Carlson, Marc Wallace, Gunnar Olson, Jed Gammell, Ryan Flynn, Zac Voss.

Staff & Guests: Dan Klopfer – DMWW, Josh Faber – RGI, Sam Carrell

I. Welcome/Call to order/affirm agenda

- Reichardt called the meeting to order at 12:00 noon. A quorum was present.

II. Approve previous minutes

- The minutes from the April 8 Board Meeting were reviewed and approved.

Motion: Reichardt **Second:** Hanser **Approved**

III. Presidents Report

- Reichardt spoke to how busy he and the leadership was and thanked everyone for their efforts and specifically past President Voss, recognizing the amount of time required to stay on top of things. Congratulated everyone on their efforts to position us where we are currently.

IV. Board Development: The Campaign - Josh Faber – RGI

- Faber distributed the campaign update sheet and reported that we are currently at \$4.1 in commitments. He recognized the Board for their efforts for developing the project and positioning the CEC under Byus' leadership to move forward so successfully. Faber stated we have approximately another \$4 million of asks in the CEC's pipeline, and that it should put us in the preferable position to be "counting down" at the end vs. having to "count up." He said the Leadership Circle's investment is another and important signal to the community that this is ready to move forward.
- Faber updated the Board on some of the Corporate and Public fundraising efforts, stating Reichardt and Carrell were making some key calls to facilitate us through those different processes and several others were in play through the CEC.
- Several questions were poised including the impact of the lawsuit of fundraising, the possibility of a point of service or online donation, a "check-off" opportunity with DMWW, etc. Each item was discussed in regards to future plans and considerations. Carrell pointed out that DMWW already has a "check-off" system on their bills that goes to support Park Maintenance. Several members shared their different experiences regarding the lawsuit impact, and concluded it seems to be limited to certain circles/sources of giving.

V. Committee Reports

i. Finance/Treasurers Report – Ryan Flynn/Tom Farr

- Flynn and Farr reviewed the April financials and stated that we are in a much more favorable position with not only pledges, but with approximately \$206,000 cash on hand. Farr noted that with this influx it is appropriate to review our Financial Control policies and procedures and handed out a memo outlining our current controls and procedures as well as recommendations for the future. He asked for the Board members to review and along with any of their input he would be working with the Finance Committee to come back with a more formal recommendation to the BOD.

ii. Development – Kate Byus

- Byus updated Board on CEC activities and efforts and shared concept of a Hurd lapel pin to recognize David Hurd’s legacy in the community and support of this project as an Honorary Chair of the Campaign.

iii. Implementation –Chad Rasmussen

- Carrell reported for Rasmussen, stating that we were moving forward with our negotiations with the design contracts and have authorized an RFP release for the topographical survey so it could be completed in the meantime.

iv. Marketing/Communication – Ryan Hanser

- Hanser updated BOD on the branding process we are currently undertaking with Spindustry and that the BOD could anticipate a review in June or July.

v. User Groups - Dylan Huey

- Hanser reported for Huey and that while we were making efforts with Food Trucks current market probably means we won’t see food trucks back in the Park until 2017.

vi. Governance – Claudia Schabel

- Schabel reported they were working on alternating BOD member’s terms so we would never have a mass exodus of the BOD and would be introducing an “onboarding” process to fully orient new BOD members.

vii. DMWW Report – Marc Wallace/Dave Carlson/Dan Klopfer

- BOD Wallace discussed progress of DMWWPF. Klopfer encouraged members to drive by the pilot wetlands as soon they will be filled up with water. He explained the two different pools and how they would be used to test use the impact of carbon in the process.

VI. Old Business

- Carrell stated that he would be suggesting some changes to the current budget forecasts based on giving and initiative status and schedules.

VII. New Business

- Financial Control discussion – discussed in Finance/Treasurers Report.
- Legal Review – Carrell referred to implementation report and Rasmussen’s recommendation to have legal counsel review before we signed agreements. Farr explained reasoning and process, and why these contracts were more complicated than the previous contract with RDG. A motion was made to seek outside legal counsel to review the design contracts.

Motion: Farr **Second:** Reichardt **APPROVED**

VIII. Announcements

- Voss encouraged anyone who was able to join in the Friends of DSM Parks Bike Ride & Golf Tournament on June 17. Great way to show our support of other DSM Parks.

IX. Adjourn

Meeting was adjourned at 1:25 pm

X. Executive Session – ED Review/Contract

- Executive Committee met to review ED contract – approved with 7 day right to refuse upon further review.

Upcoming Meetings/Events

DMWWPF Board Meeting: Friday, June 10 - 12:00 pm - 1:30 - DMWW

Campaign Executive Committee – Wednesdays, May 11th & 18th - 4:00pm - DMWW