



2.13.18
APPROVED
D. Dahl

**Rosehill Board Regular Meeting Minutes
November 14, 2017
Rosehill Community Center**

CALL TO ORDER: Chairperson Banfield called the meeting to order at 4:07pm

ATTENDANCE: Present:

Melanie Banfield, Don Saul, Peter Almgren, Carolyn (Dode) Carlson, Anne Steinmetz, Mohuwa Wahid

Absent:

Jane Crawford

City Staff:

Jeff Price, Director of Recreation and Cultural Services,
Nick Hamblet, Recreation Coordinator, Dale Dahl, Administrative Support Coordinator.

AGENDA ORDER:

APPROVAL OF MINUTES:

Motion: To approve the minutes of September 5th, 2017

Made By: Don Saul

Seconded By: Anne Steinmentz

Action: Passed unanimously

PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

None

OLD BUSINESS ITEMS:

1. Business Plan update

Recreation and Cultural Service Director Price updated the board on the business plan components that staff has been working on, they include demographic information, cost recovery, promotion and marketing, school outreach and gap analysis. The department's annual budget presentation will be made to City Council on Monday November 20th, during the presentation Rosehill's business plan goals and accomplishments will be shared.

2. Mission Statement review

Director Price will ask for clearer direction from Mayor and council as to the board next step regarding the mission statement.

NEW BUSINESS ITEMS:

1. Recreation Program/events review

Recreation Coordinator Hamblet recapped the Boo Bash event; over 1,000 people attended, 805 pounds of food was collected for the food bank and 12 people gave blood.

The Tree Lighting will be December 2nd and Middle School madness is scheduled for December 8th.

2. Rosehill Board Accomplishment for 2017

Commissioner Banfield reviewed the Rosehill Boards 2017 accomplishments; created a mission statement for the Board; continued to work on the business plan, instrumental in driving the types of programs offered. Made a presentation to City Council on the value and service the board has contributed including expanding communication between the community and Rosehill and promoting Rosehill in a positive manner to the public.

3. 2018 Meeting Schedule

Regular quarterly meeting will be held every third on the second Tuesday. 2018 dates are February 13, May 15th, August 14th and November 13th. Additional meetings will be added as needed.

4. Bylaws Discussion

After discussion it was decided to review the bylaws at the February meeting to clean up and clarify a few items.

REPORTS AND COMMUNICATIONS:

1. Staff Announcements

- Recreation and Cultural Service budget presentation to City Council on November 20th.
- Lodging Tax Grants were formally approved by City Council on November 13th, 2017.
- Rosehill Community Center will be on a modified schedule through the holidays from December 18-January 2nd. Schedule is posted in the recreation guide, website and on the doors.

Adjournment:

Motion: to adjourn at 5:39pm

Made By: Melanie Banfield

Seconded By: Don Saul

Action: PASSED unanimously