



APPROVED

**Rosehill Board Regular Meeting Minutes
February 13, 2018
Rosehill Community Center**

CALL TO ORDER: Chairperson Banfield called the meeting to order at 4:01pm

ATTENDANCE: Present:

Melanie Banfield, Carolyn (Dode) Carlson, Jane Crawford, Don Saul, Anne Steinmetz, Mohuwa Wahid

Absent:

Peter Almgren

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 November 14, 2017

Made By: Jane Crawford

Seconded By: Don Saul

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 reported on the Business Action Plan (BAP) as a part of the recreation departments overall Business Plan. The (BAP) guides efforts and list strategies to obtain the goals of the department, those goals include:

- Improve customer service and relations
- Improve marketing and promotions
- Improve social equity in service delivery
- Further develop best resource management practices

2. Mission Statement

Chairperson Banfield reviewed the board's mission statement; after discussion the board made the determination to keep the current mission statement as it reflects the objectives of the board.

NEW BUSINESS ITEMS:

1. Rosehill Board By Laws

Chairperson Banfield recommended the current bylaws be amended to establish term limits for the chairperson and co-chairperson. Staff will review process for amending the bylaws and report back to the board.

a) Board chair term limits

Motion: To open up nominations for the Rosehill board chairperson and vice-chairperson positions.

Made By: Melanie Banfield

Seconded By: Jane Crawford

Motion: Melanie Banfield was nominated for chairperson

Made By: Don Saul

Seconded By: Jane Crawford

Action: PASSED unanimously

Motion: Anne Steinmetz was nominated for vice-chairperson

Made By: Melanie Banfield

Seconded By: Jane Crawford

Action: PASSED unanimously

Motion: To close nominations

Made By: Melanie Banfield

Seconded By: Jane Crawford

Action: PASSED unanimously

Both appointments will be for 1 year.

2. Joint PAC/Rosehill Board Meeting

On August 2nd, 2018 a joint Pac/Rosehill board meeting will be held at 545pm-8pm

3. 4th quarter 2017 Recreation Program Review

Recreation Coordinator Hamblet shared an update on the 4th quarter of 2017. This included information regarding Boo Bash, the Holiday Tree Lighting and Middle School Madness. Additionally, programs such as Total Body Transformation, Music together and Nature Together are growing and adding additional offerings. Staff is hard at work on the 2018 Spring/Summer Guide which is set to be delivered the week of March 12th.

REPORTS AND COMMUNICATIONS:

1. Staff Announcements

- The installation of the new floor in the Point Elliott room is complete.
- Installation of a HDMI port to the Point Elliott room sound system is scheduled for this month.
- A process for developing a funding for the arts ordinance will continue in 2018.

- A process for developing a funding for the arts ordinance will continue in 2018.
- Wayfinding project should be completed sometime this summer.
- Peace Park discussion is on the City Council agenda for March 5th.

Adjournment:

Motion: to adjourn at 5:40pm

Made By: Melanie Banfield

Seconded By: Don Saul

Action: PASSED unanimously

These minutes are a summary of the Rosehill Board Meeting conducted on this date. This meeting was not recorded in any manner.

Prepared by:

A handwritten signature in cursive script that reads "Dale Dahl". The signature is written in dark ink and is positioned above a horizontal line.

Dale Dahl, Rosehill Board Liaison