

Colfax Park and Recreation Auxiliary Board

January 10, 2018 Meeting Minutes

I. Attendees & Guests

Doug Garrett	Greg Rhames	Shannon Harding
Pete Parvi	Kyle Ament	Mary Dell Flattery
Dennis Farland	Kathy Dickerson	Kim Seebeck
Don Edwards	Pat Utz	Dave Mast
Darla Edwards		

II. Topics for Discussion

Agenda Approval – Doug Garrett invited a motion to approve the agenda. So moved by Mary Dell Flattery; 2nd by Shannon Harding. Motion approved.

Financials –

Account Balances as of 1/10/18:

- Savings:
 - Balance: \$81,042.56
- Checking:
 - Balance: \$11,373.31
- Cash Accounts:
 - Petty Cash - Archery: \$250.00

Kathy Dickerson circulated a profit/loss report by category for 2017 for the Board's information.

Greg Rhames moved to approve the financials; 2nd by Don Edwards. Motion approved.

Approval of Minutes from November 8th Meeting – Dennis Farland moved for approval; 2nd by Pete Parvi.

Committee Reports

- **Promotions Committee** – Doug reported meeting with the Eagle Scouts and indicated that a “mini-promotions meeting” followed; Mary Dell was ill on that date.

The Rock the Quarry (RTQ) bands are all locked in for the June 2018 concert date. That information has been posted to Facebook and the website, along with other park-related information. The two items garnering the most interest for 2018 announcements: (1) kayak rentals and (2) the RTQ concert. Doug believes the concert should be a fun weekend – it'll be challenging, but will come off well. It is the same date as the disc golf and coed softball tournaments. Dennis has agreed to set up and run a Karaoke contest the Friday night before the concert. All events should raise money for the park. Doug would like to get the Promotions committee to meet with advertisers about a marketing plan. Dennis asked whether we had signed contracts with the sound company and the bands yet. Doug responded that was to happen after the New Year, so he will be following up. Doug further reported that next month there is conflict regarding meeting space at the Methodist church; therefore, the regular Board meeting will be held on February 21, and the Promotions Committee will meet at QSP on February 7. He will send an email out re meeting date change. Dennis indicated he is waiting to hear back from Ray Johansen concerning Karaoke. He further reported three of the QSP framed fundraiser photos are now displayed at the following area businesses: Colfax Dental, Cocina Hernandez and Poppy's. He hopes to have more available for display and sale soon. Doug reminded the Board that the Kids Fishing Derby will again be held the first weekend in June. Further, the Colfax-Mingo 5th grade class will be coming out to QSP again on April 12 & 13. Kyle Ament will be present at that event as he plans to run nets as part of a fishing demonstration. Lastly, Doug noted that archery targets should be set up for that event also.

- **Operations/Planning Committee** – Doug reminded the Board that we don't currently have a chair for this committee. However, because there will be an imminent change regarding the Board President position, Doug is volunteering to be chair of the Operations/Planning Committee going forward. Accordingly, he reported we're looking at potential projects for the next year, including putting out posts/cable behind Kum n' Go (noting the need to rent a post driver), and applying for additional grant funds (Jasper County) to do post/cable fencing behind the office and up the road heading east into the park. Obviously too, we want to finish the block building – Bob Rhone's guys are going to work on that as well, time permitting. Discussion ensued re additional materials that might be needed to complete the window project. Doug reported that John Edwards (the gentleman who tuck pointed & finished interior paint on east side of the block building) has offered to do the west side of the building as well. Relatedly, we will apply for the Paint Iowa Beautiful Grant again. Further, there is a desire to install lighting on the west side, and ceiling fans and heaters – Doug will talk with Kevin Hartgers about that when he's not so busy due to the winter season. Doug further noted the Community Betterment Grant with Prairie Meadows will be open soon for

2018 awards. He received notice last week that QSP will receive another Trees Please Grant, but it does require matching funds of \$1,000. Discussion ensued regarding using those funds for larger trees.

- **Steering Committee** – Kim Seebeck indicated there is nothing new to report. The package that will be prepared for developers is on hold until the weather warms up.

Old Business

Update Prairie Meadows Grant/Disc Catchers – Doug reminded the Board that last year's grant was one granted to Hometown Pride and our Board sponsored it. Since Hometown Pride couldn't do the banners as planned, the funds and plan were switched to new disc catchers at the city park near the high school. The new disc catchers are ready to be installed, and the Des Moines Club will be involved, helping with landscaping and tree trimming at the park's course.

Update Iowa Tourism Grant/Brochures/City Matching Funds – This grant too also involved the banners and, as a result, that monetary portion of the grant could not be used once it became apparent the banner project could not be completed. The brochures portion however was approved as a part of the original grant and those funds have since been provided. The City will do 4,000 brochures to promote the City of Colfax; QSP will get 4,000 brochures to promote the park. Doug asked Mary Dell to get consult with Pat Utz regarding photos to use for the new brochure, to supplement those from the old brochure. New information should include kayak rentals, etc. The City provided matching funds of \$1,250 for that grant. Of that sum, \$250 was used for the brochures and hopefully in February the remaining \$1,000 can be used for RTQ advertising. (Doug noted there that the City looking into new insurance carrier.)

Watercraft Rental/Landscaping & Shelter Set-Up – Bob Rhone and Greg have spoken, and Bob will be taking the skid steer out, clearing an area on the south side of boat ramp. More specifically, an area about 30' south from the existing ramp, including the area down to the water, for kayaks. The spot will be leveled and a limited shelter will be built; will also bring in sand so boats can be beached there. Doug suggests pouring a slab of concrete in that area because it's easier than working on a gravel surface. Greg asked if the Board had a design in mind. Kim asked if this helter is going to resemble the other park shelters, because if so she'd like to see the design. Discussion ensued. Greg will look into a design and the materials needed. It was noted the Board would like to have a design and information available to vote on at the upcoming February meeting.

Eagle Scout Projects/Camping Registration Shelter & Signage – Doug recently met with Rod, Isaiah and Malachi about the Eagle Scout projects. More specifically, Malachi's

project is to create more distance signs for the trails. Isaiah's project is the welcome/camping registration board. Doug provided our basic ideas regarding design to the boys. Isaiah will provide information regarding the cost associated with his project. Once those figures are known, we'll vote. Both projects are projected to be completed by April 1.

Red Bridge Update/Boulder Contractor Report – Doug reported Joe Otto did not have any success with the Jasper County supervisors and county engineers regarding his efforts to save the Red Bridge. The engineers have figured a scrap value and reportedly have no interest in saving the bridge; the supervisors are not interested either. Doug recently contacted Boulder Contractors – the group that moved a bridge to the park in Winterset. The owners went out the next morning to view the bridge – they're very excited about the project and will be putting some estimates together. We are still waiting to hear back from the National Guard about the beach project.

Swap Meet Update - Doug reported that he has not heard a word from the individuals who previously expressed an interest in putting on a swap meet at QSP. They were asked to provide information and a business plan no later than last Friday, yet no information was provided.

NEW BUSINESS

Credit Card Billing Through Our Website – Pat Utz reported he's working on setting up credit card payments through QSP's website. We'd like to be able to allow folks to buy concert tickets online. Discussion ensued regarding how to handle advanced ticket sales, reports that might be generated and the information they could provide, and managing the reality of such sales at the gate on the evening of the concert. It was suggested the particulars could be discussed at a Promotions meeting. Further discussion ensued, including some discussion regarding sales tax payments and folding this Colfax Park Auxiliary Board into a true City of Colfax Park Board (not auxiliary or specific to QSP).

Boy Scout Extended Trail Project – Doug was contacted by the Monroe Boy Scout troop leader. They're looking for a place they can pack in and camp overnight. Merit badge requirements were at issue and Doug talked to Kyle Ament about possibly creating a hiking trail into the public hunting area from the east end of the park. Discussion ensued.

Bucklin and Edwards Donations – The Board was advised that Jeff Bucklin recently donated \$1,000 from each of his three businesses to QSP, no strings attached. Mr. Bucklin visits the park nearly every day with his dog. Doug suggested a portion of the cash donation could be used for costs associated with the Eagle Scout project. Also, Don and Darla Edwards recently

made a monetary donation to the park. Discussion thereafter ensued regarding donation receipts and thank you letters.

Adjournment – Kim moved to adjourn; 2nd by Pete. Motion approved.