

**MINUTES**  
**[To be approved September 6, 2018]**  
**LIBERTY PARKS AND RECREATION BOARD**  
**August 2, 2018**  
**Liberty Community Center**

**CALL TO ORDER**

The regular business meeting of the Liberty Parks and Recreation Board was called to order by Patrick Flora at 6:00 p.m. at Stocksdale Park. Board members in attendance were: Christopher Hand, Wil House, Jackie Kennedy, Clay Lozier, Karen Ridder, Buzz Taylor, and Vern Windsor. Staff members present were BJ Staab, Parks and Recreation Director; DK Taylor and Tom Garland, Assistant Parks and Recreation Directors. Guests in attendance included members of the Arts Commission including Jeanine Thill, Community Development Manager and staff liaison to the Arts Commission; Greg Duncan; Nathan Wyman; Shane Immelt; and Jane Boswell.

OPEN FORUM – Jeanine Thill provided the Park Board with information regarding the Arts Commission’s plans to host outdoor art in the community, with plans to purchase a piece each year to place in a park or other City setting. Each piece would be owned by the City. Details regarding the care of each piece are being discussed among staff. The Arts Commission is discussing the strategy regarding placement of pieces. Jeanine provided the Board an example of Blue Springs, where a theme is planned each year with placement determined in advance. Overall, the goal is to provide the most exposure of the art piece and maximum enjoyment for the citizens and artists. Karen Ridder provided Salina, Kansas as an example of a city with art throughout the city, including their parks. Greg Duncan encouraged all as they drive around town and see a location that makes sense for an art project, take note. It doesn’t have to be a park but it does need to be City property. Jeanine asked the Park Board and Arts Commission to think about potential processes then for the two groups to come back together for a joint meeting in the future. All concurred.

APPROVAL OF MINUTES – Buzz Taylor made the motion, seconded by Wil House, to approve the minutes as presented.

VOTE:

Patrick Flora	AYE
Christopher Hand	AYE
Wil House	AYE
Jackie Kennedy	AYE
Clay Lozier	AYE
Karen Ridder	AYE
Buzz Taylor	AYE
Vern Windsor	AYE

OLD BUSINESS

Agenda Item Follow Up – BJ Staab updated the Board on MC Power Solar Array and Tree-in-Lieu Funds. Staff plans to go before Council for approval at the August 27 meeting.

Ambassadors and Advocacy –

- i. City Council study session – 8/6 /18
- ii. City Council Meeting – 8/13/18
  - A. Property Tax Levy – Public Hearing
  - B. MARC Grants
  - C. MC Power
- iii. City Council study session – 8/20/18
- iv. City Council Meeting – 8/27/18

Park Board Bylaws - According to the Park Board Bylaws, the secretary/treasurer is responsible for review of the bylaws and recommendations for changes to come before the Board for review and approval. The following recommendations to the bylaws were made by Vern Windsor and Jackie Kennedy:

- Article II – Name and Mission of Board: Update the mission to reflect the current mission of the Parks and Recreation Department, “Liberty Parks and Rec is powered by a team of dedicated professionals who are committed to community impact, improvement and innovation. We believe that creating community connections by providing the highest quality parks, programs, services, and facilities is essential to a prosperous and healthy community.”
- Article IV – Election: Add, “In addition, two Park Board members shall be elected for a two year term to serve as Park Board representatives on the Parks and Recreation Foundation Board.”
- Article V – Officers: Add under Secretary/Treasurer, “be responsible for review of minutes prior to distribution in Park Board packets” and “be responsible for Sunshine Law adherence as it relates to open meetings policies and procedures.”

Discussion followed. Regarding the recommended change, “be responsible for review of minutes prior to distribution in Park Board packets,” staff advised the Board that the Deputy City Clerk advised that the minutes are staff’s reflection of the meeting and changes should not be made by an individual Board member prior to but officially at a meeting by all those in attendance. Regarding the addition of, “be responsible for Sunshine Law adherence as it relates to open meetings policies and procedures,” Wil House noted that we should all stop email comments after a decision has been made.

Karen Ridder made the motion, seconded by Buzz Taylor, to:

- 1) Under Article II accept the change to the mission,
- 2) Under Article IV to accept the addition regarding appointments to the Foundation Board,
- 3) Under Article V Secretary/Treasurer to remove “Be responsible for review of minutes prior to distribution in Park Board packets” and
- 4) Under Article V Secretary/Treasurer to accept “be responsible for Sunshine Law adherence as it relates to open meetings policies and procedures.”

Motion passed unanimously. VOTE:

Patrick Flora	AYE
Christopher Hand	AYE
Wil House	AYE
Jackie Kennedy	AYE
Clay Lozier	AYE
Karen Ridder	AYE
Buzz Taylor	AYE
Vern Windsor	AYE

The Board also added that an annual refresher of the Sunshine Law as a power point presentation would benefit all.

The Board asked staff to discuss with the Foundation Board inclusion of the golf tournament director as a permanent position of the Foundation.

Foundation Annual Campaign Report – Patrick reported that the golf tournament was very successful, raising \$9,340! Rancho Grande sponsored the lunch. The day was hot but everyone had a great time. The annual campaign has raised \$50,500 to date, excluding the funds raised by the golf tournament. The fundraising for 2018 has exceeded the fundraising for 2017!

Neighborhood Meetings – BJ Staab reported that five of the ten neighborhood meetings have been held, all with good community engagement. BJ thanked the Board members who have taken time to attend the meetings.

City Park and Community Center Working Groups – The first meeting of the City Park working group was held on July 18. The next meeting will be held on August 8, where Steve Rhoades of Vireo will be in attendance. The committee has expressed an openness to consider partnering with outside groups to expand the availability of funds.

## NEW BUSINESS

Slate of Officers for June Elections – Jackie Kennedy and Vern Windsor served as the nominating committee. The nominating committee presented the following slate of officers:

Karen Ridder – President  
Christopher Hand – Vice President  
Vern Windsor – Secretary/Treasurer

Jackie Kennedy made the motion, seconded by Clay Lozier, to approve the presented slate of officers. Motion passed unanimously.

### VOTE:

Patrick Flora	AYE
Christopher Hand	AYE
Wil House	AYE
Jackie Kennedy	AYE
Clay Lozier	AYE
Karen Ridder	AYE
Buzz Taylor	AYE
Vern Windsor	AYE

The vote was taken by written ballot. The written ballots all reflected the election of officers as presented by the nominating committee.

**CORRESPONDENCE** – Staff reviewed the correspondence included in the Board packet. There were no additional questions.

FINANCE – Staff reviewed the financial report included in the Board packet. There were no additional questions. Regarding the 2019 budget, Karen Ridder asked staff to include all needs that had to be removed so the Board is aware of what needs are not being met due to lack of available funding. This presentation method was used for the 2018 budget and was very helpful to the Board. Staff agreed that this information is already being planned.

#### REPORTS –

Administration Division - The Board had no additional questions.

Parks Division – Vern Windsor thanked the Parks staff and stated everyone did a great job at the Liberty Fest. Karen Ridder asked about locking the gates at FBSC. Our signage indicates we close the gates at dusk but there was an incident where the games ended early and staff asked everyone else in the park to vacate the park prior to dusk (about 100 park users). Karen stated our signage should reflect our practice. Jackie Kennedy stated we should not be removing people from the park; we want people in the park. Tom Garland stated there needed to be improved communication among the staff to eliminate the confusion.

Recreation Division – The Board had no additional questions.

Liberty Foundation – The Board had no additional questions.

MISCELLANEOUS – Staff advised that the ASA Men’s E National Tournament will be held over Labor Day weekend. Should anyone wish to help, please contact staff. Jackie Kennedy stated we need to publicize our national tournament in a new flash or the paper; it’s a big deal to host a national tournament.

ADJOURNMENT – The meeting adjourned at 7:40 p.m. The next meeting of the Liberty Parks and Recreation Board is scheduled for Thursday, September 6, at the Liberty Community Center.