

**Westside Community Center Working Committee Meeting
Meeting Minutes
Thursday, August 17, 2023**

Members Present: Justin Trudeau, Mary Tauras, Liz Lopez Vaughan, Judy McKay-Harbert, Kathy Perry

Members Absent: Tena Jelinek

Parks Board Liaisons Present: Greg Thornton

Staff Present: Mark Snow, Jamie Bequette, Felicia Barnhart, Kim King, Anna White, Young Shin

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Committee Chair Justin Trudeau brought the meeting to order at 2:02 p.m.

Agenda Preview

Committee Chair Justin Trudeau gave a preview of the agenda for the meeting.

Announcements

Mark Snow, Community Recreation Manager, welcomed Young Shin, Associate Attorney from the City Attorney’s Office, to the meeting.

Citizen Discussion

Terry Hunghofer, citizen, informed the Committee of the Volks March event that previously had used the Westside Community Center for their event. He said the event had been hosted at the Center from 1985 to 2021 and would like to return in 2023. Mr. Hungofer’s concern would be the cost to utilize the facility, as there is a nominal fee charged to participants that would almost match the cost to use the facility. Traditionally, a donation from fees collected have been made to the Center and food banks. Mark Snow and Jamie Bequette, Program Administrator, said they would connect with Mr. Hungofer offline to discuss logistics and see what could be done to host this event again.

Approval of Minutes

July 20, 2023 meeting minutes.

Motion – To approve the July 20, 2023 meeting minutes.

1st – Greg Thornton, 2nd – Katy Perry, Approved, Unanimously.

Committee Announcements

There were no committee announcements at this time.

Action Items

Proposals for Leased Space

2024 AARP Tax Aid – Michael Campbell

Michael Campbell, citizen, was not in attendance, but presented last month. His proposal could not be approved at the previous meeting do to a lack of quorum. However, the Committee showed support for this program.

Motion: To recommend the 2024 AARP Tax Aid proposal for potential implementation at the Westside Community Center.

1st – Liz Lopez Vaughan, 2nd – Greg Thornton, Approved, Unanimously.

Committee Business

West Fest Community Event and Meet and Greet/Staffing

Committee Chair Justin Trudeau brought fliers with him for the event. Academy Christian Church is helping with staffing. Additionally, there have been many donations of food from different vendors for the event. Jamie Bequette, Program Administrator, provided an overview of the various activities during the event. Committee member Mary Taurus offered to help distribute fliers for the event. Jamie also announced there would be a production from the Funky Little Theater Company in Hughes Hall following the event.

New Working Committee Member Recruitment/Process/Pool/Updated Timeline

Mark Snow, Community Recreation Manager, informed the Committee that there will be interviews for new members on August 31st. Pending how the interviews go, the selected candidates will be confirmed at the next Parks, Recreation and Cultural Services Advisory Board meeting so they can participate in the September meeting.

Communications Subcommittee

Committee member Mary Taurus provided a brief update on the communications subcommittee. 400 doorhangers have been ordered and the subcommittee is looking to distribute them between the 17th and 19th of September, from Pikes Peak to Boulder Street. Mary said any additional help in hanging the doorhangers would be appreciated. Parks Advisory Board Liaison Greg Thornton volunteered to help. Felicia Barnhart, Park Operations Administrator, said that she could likely find some of the regular volunteers from the Therapeutic Recreation Program to help, as well.

Community Garden Workday

Staff is hoping to have a workday to get the garden beds ready for winter and are looking for volunteers. There will be a seed harvest on September 15th. Committee Vice Chair Liz Lopez Vaughan suggested a clean-up day sometime after the harvest, in the 9 a.m. to 11 a.m. time frame, potentially the day or week after the harvest. Liz said she would work with Jamie to schedule.

Staff Updates

Westside Community Center Facility Operations – Program/Schedule; Volunteers; New Staff; Outdoor Art; New Bike Rack

Jamie Bequette, Program Administrator, Felicia Barnhart, Park Operations Administrator, and Mark Snow, Community Recreation Manager, provided the following updates to the Committee:

- Lyle Robertson is a new seasonal maintenance staff member at the Center. Additionally, staff are conducting interviews for a maintenance technician. Alexis Shott, who was previously working for the Therapeutic Recreation Program as an intern, has also accepted a seasonal position. With these new staff members, Jamie was very happy to announce that the Center will be open on Saturdays for rentals starting in September.
- Homeschool drop-in has been added to the program schedule.
- There are two brand new bike racks out front.
- Jamie is working to finalize the installation of art outside the center. She is working with a neighbor who is donating an ornate bench. The bench will be in front of the middle building.

Westside Community Center Facility Enhancements – Security Cameras; Facility Budget and Revenue Targets

Mark Snow, Community Recreation Manager, informed the Committee of the following enhancements:

- The installation of security cameras is almost complete. There will be 19 in total.
- Mark distributed the period 6 budget reports and went through a few of the line items. A request to see quarterly reports for all the community centers was made. Mark said he could do this.

Presentation Items

There were no presentation items on this agenda.

Motion to Adjourn

Motion – Move to adjourn the Westside Community Center Working Committee meeting at 3:31 p.m.

1st- Greg Thornton, 2nd – Justin Trudeau, Approved, Unanimously.