

Meeting Minutes
Veterans' Memorial Park Advisory Board Meeting
Friday, December 12, 2008, 7:30 a.m.
Parks and Recreation Office

Attendees: Dwight Hahn, Lawrence Ritz, Dave Nordlund, Rich Crawford, Tory Miedema, and Don Kearney.

Approval of Minutes: A motion was made to approve the minutes of the October 10, 2008, meeting. The motion was seconded. Motion carried.

Unfinished Business:

1. **Interpretive Center Concept Plan Proposal**—The proposal was approved at the October 10, 2008, meeting. The Board wanted to clarify the costs for the concept plan. A motion was made to approve the Interpretive Center concept plan for a not-to-exceed amount of \$4,000. The motion was seconded. Motion carried.

New Business:

1. **Fund-Raising Report**—The total to date is \$634,355. There is an unspent balance of \$85,121.
2. **New Paver Area**—Don presented the replacement costs to switch all the existing pavers to limestone. The estimate was roughly \$25,000. Don also said Jon Jacobson expressed concern about the aesthetics of the new limestone pavers. He said concrete and quartzite were the materials used throughout the park, and introducing the limestone pavers as a new material would take away from the material consistency of the park. Staff is looking into a higher quality concrete paver with smaller aggregate to use going forward instead of limestone. This could be a possible solution to improving the quality of the engraving while keeping the material consistent within the park. A motion was made to defer this item to the February meeting. The motion was seconded. Motion carried.
3. **Visitor Center**—TSP has started gathering information needed to develop a concept plan for the Visitor Center. Don said they will be contacting Board members in the near future to get their thoughts and visions for the center by using a questionnaire.
4. **Flag Day Ceremony/Concert Time Change**—Chris Hill, Municipal Band Master, requested to change the Sunday, June 14, 2009, Flag Day ceremony time from 7 p.m. to 3 p.m. to avoid a conflict with the standing Sunday evening Municipal Band Concert. He also would like to provide music for the Keeble dedication. A motion was made to schedule the Keeble dedication at 2 p.m. and the Flag Day ceremony at 3 p.m. on Sunday, June 14, 2009, with the Municipal Band playing for both. The motion was seconded. Motion carried.

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5. **Park Video, PSA, and Promotional Piece**—The Board liked the park video and wanted it to run on Channel 16 immediately. They also wanted DVD copies to hand out and make presentations. Larry also asked the Board members to put together a list of groups they could present the video to. The Board liked the PSA about the pavers and the park. A couple of the members have seen it airing on the Midcontinent channels. Don presented a rack card and a brochure as possible promotional pieces for the park. The rack cards cost \$620 per 5,000 cards, while the brochure would cost \$1,400 per 2,500. The Board preferred the rack card. They wanted the picture on the back of the card changed to include flags in the background. Don asked them to review the text and get any changes to him via email. Larry said he will try to find a sponsor to cover the cost of producing the cards.

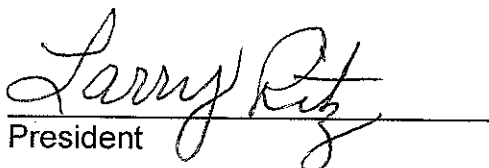
6. **Election of 2009 Officers and Meeting Schedule**—Per the bylaws, the election of officers cannot happen until 2009 because they immediately assume the duties after the election. The meeting schedule was accepted without changes.

No public input.

With no further business before the Board, a motion was made to adjourn. The motion was seconded. Motion carried.

The next regular meeting will be on **February 13, 2008, at 7:30 a.m.** at the Parks and Recreation department office located at 100 East Sixth Street.

Approved:


President