

**Westside Community Center Working Committee Meeting
Meeting Minutes
Thursday, July 20, 2023**

Members Present: Mary Tauras, Tena Jelinek, Liz Lopez Vaughan, Judy McKay-Harbert, Kathy Perry

Members Absent: Justin Trudeau

Parks Board Liaisons Absent: Greg Thornton

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

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Committee Vice Chair Liz Lopez Vaughan brought the meeting to order at 2:02 p.m.

Agenda Preview

Committee Vice Chair Liz Lopez Vaughan gave a preview of the agenda for the meeting.

Announcements

Jamie Bequette, Program Administrator, announced that there would be a group photo taken following the meeting.

Mark Snow, Community Recreation Manager, announced that the proposal for Pike Speak had been withdrawn. Mark also thanked Councilmember Michelle Talarico for attending the meeting.

Citizen Discussion

Rich Lins, citizen, submitted the following statement to the Committee: "Things Rich Lins thinks the WCC Board should do in executing their advocacy and advisory responsibilities.

1. Obtain a copy of the letter requesting \$10,000 to the Westside Community Center from the Center for Spiritual Ministry.
2. Set into policy that the Board requests the opportunity to present advocacy and advice to P&R regarding expenditures from this fund.
3. Request the names and contact information for each of the established liaisons for each of the major WCC activities. Establish one member of the Board to reach out to one of these liaisons monthly to request input regarding this activity.
4. Ask P&R what the dedicated WCC staff do with their 10 hours of working time each week when the public is not allowed into the building. Could their hours be adjusted so that the WCC is open to the public in the evening?
5. Review the participation report that the Board is provided each month. Advocate for a change in the schedule so that there is not a 30 minute delay between activities in

Hughes Hall. When CSM was managing the WCC there was no gap between activities in Hughes Hall and this occurred without complication.

6. Currently 13.25 hours per week, or less than 50% of the available 30 hours the WCC is open to the public, are scheduled for activities in Hughes Hall. Yet three activities have requested additional time. Please make a recommendation regarding the schedule so that many more of the available 30 hours of programming time can be scheduled for programs in Hughes Hall.
7. Request that the minutes from the WCC Board meeting be posted on the WCC Bulletin Board.
8. Finally, I suggest the WCC Board initiate a survey of Westside Community Center participants, renters and lessors regarding their experience at the WCC. Offering advocacy and advice to P&R requires solicitation of input from those individuals and entities.

Respectfully submitted, Rich Lins, The Table Tennis Liaison”

Approval of Minutes

May 18, 2023 meeting minutes.

Motion – To approve the May 18, 2023 meeting minutes.

1st – Kathy Perry, 2nd – Judy McKay-Hartbert, Approved, Unanimously.

June 15, 2023 meeting minutes.

Motion – To approve the June 15, 2023 meeting minutes.

1st – Kathy Perry, 2nd – Tena Jelinek, Approved, Unanimously.

Committee Announcements

There were no committee announcements at this time.

Action Items

Proposals for Programs/Services

Medicare/Medicaid – Nick Palarino

Nick Palarino, citizen, provided a brief background on his service and why it would be a suitable fit for programming at the Center.

Motion: To recommend the Medicare/Medicaid proposal for potential implementation at the Westside Community Center.

1st – Tena Jelinek, 2nd – Liz Lopez Vaughan, Approved, Unanimously.

Heartspace Kids, Inc. – Cinthia Brown

Cinthia Brown, citizen, provided a brief background on her program and why it would be a suitable fit for programming and services at the Center.

Motion: To recommend the Heartspace Kids, Inc. proposal for potential implementation at the Westside Community Center.

1st – Kathy Perry, 2nd – Mary Tauras, Approved, Unanimously.

Piano Lessons – Carolyn Hatch

Carolyn Hatch, citizen, provided a brief background on her program and why it would be a suitable fit for programming and services at the Center. Chuck Lucas, who runs the Music Lessons program, assists Carolyn with her program.

Motion: To recommend the Piano Lessons proposal for potential implementation at the Westside Community Center.

1st – Liz Lopez Vaughan, 2nd – Mary Tauras, Approved, Unanimously.

2024 AARP Tax Aid – Michael Campbell

Michael Campbell, citizen, provided a brief background of his program, and why it would be a suitable fit for programming and services at the Center.

Committee member Kathy Perry recused herself from the vote, as she volunteers for this program. However, this created a scenario of not having a quorum to vote on the proposal. For the record, every member was in favor of approving this proposal for potential implementation, and will hopefully be able to approve this proposal at the next meeting when there is quorum.

Motion: To postpone the evaluation of the 2024 AARP Tax Aid proposal until the August 17, 2023 meeting.

1st – Tena Jelinek, 2nd – Kathy Perry, Approved, Unanimously.

Homeschool Gym Drop-In – Jamie Bequette

Jamie Bequette, Program Administrator, provided a brief background on her program, and why it would be a suitable fit for programming and services at the Center.

Motion: To recommend the Homeschool Gym Drop-In proposal for potential implementation at the Westside Community Center.

1st – Liz Lopez Vaughan, 2nd – Tena Jelinek, Approved, Unanimously.

West Fest Community Event and Working Committee Meet and Greet

Committee member Kathy Perry informed the Committee that the Organization of Westside Neighbors (OWN) will be hosting West Fest at the Center on September 23, from 11 a.m. to 2 p.m. This is a free event, open to any member of the community. Ms. Perry thought it might be a good idea to combine this event with the already scheduled Westside Working Center meet and greet scheduled for August 8. Ms. Perry also suggested that liaisons from each program be present to answer questions and inform the community about the various programs offered at the Center. In compliance with Open meetings Laws, this event would be noticed at the City Clerk's office. Committee members will be rotated through a table or booth so there aren't any other Open Meetings Law conflicts.

Motion – To reschedule the Westside Community Center meet and greet scheduled for August 8, 2023, to be combined with West Fest on September 23, 2023.

1st – Liz Lopez Vaughan, 2nd – Mary Tauras, Approved, Unanimously.

Committee Business

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

Mark Snow, Community Recreation Manager, provided a brief update about the recruitment process for new members to fill current vacancies. Very few applications have been received in this most recent push for applications. Mark said staff would like to expand the recruitment timeline in an effort to reach more citizens and expand the applicant pool. Multiple committee members said they would share a flier, and the idea of tabling at the Old Colorado City Farmer's Market or City sponsored events would be a good option. Additionally, the communications subcommittee said they would be able to help with outreach as well.

Communications Subcommittee

Committee members Tena Jelinek and Mary Taurus provided a brief update on the communications subcommittee. They are working to identify roles of the subcommittee, recruit additional volunteers to help with outreach, and ways to continue spreading the message of programming and services at the Center. Ms. Taurus offered to make a description of duties for volunteers. Additionally, Ms. Taurus said she would try to attend the Music in the Park event on July 28 at Piñon Valley Park to do some outreach.

Community Garden Partnership

Committee Vice Chair Liz Lopez Vaughan informed the Committee that she intends to sponsor at least two of the beds in the community garden next year. Additionally, she is working on a proposal letter for the donation of tools and equipment for maintenance of the beds, as well as seed donations. Staff is working hard to maintain the beds, though it is a bit of an undertaking. Ideally, Jamie Bequette said she would like to have a Community Garden Liaison to help with the maintenance, but added that this is about an eight to ten hour commitment per week.

Other Business

Committee Vice Chair Liz Lopez Vaughan took a few minutes to recognize staff, both for their support of the Committee and their diligent work of scheduling programs, working with citizens, and overall facility operations. Ms. Vaughan noted that many citizen requests and questions come in, all of which are handled and answered efficiently and professionally. Returning the Center to this level of operation took a lot of time and focus, Ms. Vaughan stated, especially with scrutiny coming from members of the community. She thanked staff for all of their efforts, even though some citizens may not always see how hard staff is working to make the Center a fantastic facility for the community to enjoy.

Staff Updates

Westside Community Center Facility Operations – Press Release, Community Garden/Department Horticulture, Programs/Schedule, Outdoor Art at WCC

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

- The Horticulture division planted quite a few flowers to supplement empty garden beds. There are still beds available. The Horticulture division has also been watering about three days a week.
- Leases are moving forward successfully. The Kindergarten Program has a small group of kids while the business awaits licensing from the state. Modern Yoga is looking at leasing some space in the middle building as well.
- Jamie submitted membership for the Center to join the Old Colorado City Associates, which will help to promote the Center through some new avenues.
- Staff is looking into the possibility of having some art installations outdoors.
- Jamie gave an overview of approved program proposals, how scheduling is going, and if any programs have been withdrawn.

- Interviews for the maintenance position have taken place, and an offer was made.
- There was great press release about the Center and its first year of operations under the City.
- There was concern about an amount of \$10,000 gifted from the Center for Strategic Ministry that had been incorrectly allocated to another community center. This money was not spent, and is now sitting in the correct gift trust for the Center.

Westside Community Center Facility Enhancements – Comcast Connection, Security Cameras, West Playground Fence

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

- Comcast has made the final connections to install the fiber that will allow for much faster internet.
- Security cameras are being installed around the Center.
- There is a new fence around the west playground for increased safety for the Kindergarten program.

Other Updates

Mark Snow, Community Recreation Manager, announced that staff is working on a code of conduct for participants at all Parks, Recreation and Cultural Services programs and facilities.

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 3:57 p.m.

1st- Liz Lopez Vaughan, 2nd – Kathy Perry, Approved, Unanimously.