



MINUTES

I. Welcome

Meeting called to order at 6:12 p.m. by President Mark Hardison. Location: El Dorado Golf Course Restaurant, 2400 N. Studebaker Road, Long Beach, CA 90815.

Board: Rick Turrentine, Connor Lock, Lillian Parker, Alex Carnino, Trina Schoonmaker, and Kathy Fishkin.

Staff: Trinka Rowsell, Executive Director; Randy Zarn, Associate Director; Brent Dennis, Director, Long Beach Parks, Recreation and Marine.

Guests: Steve Pruitt and Hans Hellsund, Chairs of Friends of Recreation Park Bandshell.

Absent: (Excused) Ron Antonette and David Zanatta

II. Administrative Business

Consent Calendar moved for approval by Connor Lock and seconded by Lillian Parker with the stipulation to pull out item II.B. for further discussion was unanimously approved including:

I. Administrative Business

- a. Approve Meeting Minutes from August 15, 2022
- b. Approve Meeting Minutes from September 12, 2022

II. Financial Business

- A. Approve Long Beach Community Foundation 2022 draw of \$7,480 to be used as end-of-year bonuses for staff @ rate of one month's pay each.
- B. Approve proposal for Charity CFO Accounting proposal @\$2,000/mo. + a \$2,000 onboarding fee. (pulled as a separate agenda item for discussion)
- C. Approve salary increase for Executive Director from \$80,000 to \$100,000 retroactive to October 1, 2022, and effective with pay date beginning November 1, 2022

III. Governance Business

- A. Approve proposed Non-Discrimination Policy for Partners of Parks, effective immediately.

Non-Discrimination Policy

Partners of Parks is committed to equal employment and volunteer opportunity without regard to age, ancestry, disability, national or ethnic origin, race, genetic information, religious belief, sex, sexual orientation, gender identity, marital or veteran status. Partners of Parks is committed to providing reasonable accommodations to applicants and employees who need them for medical or religious reasons, as required by law. This policy applies to all areas of employment and volunteer participation, including recruitment, hiring, training and development, promotion, transfer, termination, layoff, compensation, benefits, social and recreational programs, and all other conditions and privileges of employment in accordance with applicable federal, state and local laws.

Reporting Procedures:

- If you feel you have been discriminated against, please report the incident to any manager or board member immediately for further investigation.
- Employees will not be punished for reporting discrimination, participating in a discrimination investigation or lawsuit or opposing discrimination.
- Confidentiality of employees who report discrimination or participate in a discrimination investigation will be protected to the greatest possible extent.
- Managers and board members are required to forward discrimination complaints to the Executive Director within 48 hours of receipt for further investigation.
- Investigations will take place immediately and conclude within 72 hours of receipt of complaint.
- Prompt corrective action will be taken and the complainant will be notified of the status of the complaint, the results of the investigation and any corrective action within 24 hours of the conclusion of the investigation.

Policy Violations:

- Employees, board members, affiliate partners and program recipients of Partners of Parks have a right to a discrimination-free environment.
- Violators will be subject to investigation, corrective action, probation, and/or termination at the discretion of the Executive Director and Board of Directors.

Program and Service Delivery

Partners of Parks is committed to providing programs and services to the greater Long Beach community without regard to ancestry, disability, national or ethnic origin, race, genetic information, religious belief, sex, sexual orientation, gender identity, marital or veteran status. Partners of Parks will not partner or collaborate on program or service delivery with any organization which requires adherence or conversion to any religious

doctrine in order to either be a beneficiary of the program or to be an employee of the organization.

Faith-based Organizations may be potential partners, provided that the program's beneficiaries are not required to adhere to or convert to that Organization's religious doctrine as a condition of receiving service from the program.

- B. Approve proposed Diversity Statement for Partners of Parks, effective immediately

Diversity Statement

At Partners of Parks, we believe that when people feel respected and included they can be more creative, innovative, and successful. While we have more work to do to advance diversity and inclusion, we are investing to move our organization forward in a manner that reflects the diverse community we serve.

- II B.** Approve proposal for Charity CFO Accounting proposal @ \$2,000/month + a \$2,000 onboarding fee

Board member Turrentine moved to let the Executive Director investigate the Charity CFO by contacting local organizations using their services and upon the investigation and if she feels confident in their service, she could move forward with contracting them for their services. Seconded by Parker and approved unanimously.

III. Affiliate Partner Presentation:

Friends of Recreation Park Bandshell Steve Pruitt and Hans Hellsund observed that the bandshell at Recreation Park was under utilized. They saw Partners of Parks as an organization that met with helping them realize their vision of activating the bandshell. They shared two goals: 1) to renovate the bandshell and 2) stage events in the 2023 season. Short term they are seeking a "Right of Entry" from the Parks, Recreation and Marine Department. They entertained the idea of hosting the Long Beach Municipal Band next summer as Marine Stadium will be under construction by 2023. Board members provided additional suggestions of possible entertainment for the venue.

IV. PRM Director Report Highlights

Director Dennis presented the following highlights:

- Hoops After Dark had a very successful summer season. Brent thanked POP for all their support and assistance.
- Congratulations to POP on a successful Long Beach Gives campaign.
- The City of Long Beach acquired the former Southern California Edison building downtown to be designated as the new Senior Center. This will occur in the next

2 years. The old Senior Center on 4th St. will be closed and possibly be converted into senior housing.

V. Executive Director Update

- Director congratulated the Board on the success of Long Beach Gives with achieving the goal of raising over \$20,000. The early giving and the creation of the peer pages helped achieve our success.
- Received notice of the LB Recovery Act grant award of \$25,000
- Submitted grant to replace metal fence around the Lone Sailor to the Naval Memorial Heritage Foundation
- Submitted documents to Guzman and Gray for financial review
- Received Admiral Kidd playground equipment
- Gerrie Schipske reached out to see if POP would like to sponsor a book she is writing, "History of the Great Parks in Long Beach." The board declined the opportunity to sponsor Schipske's book.

VI. Sowing the Seeds Update

The honorees have been informed except for Patrick O'Donnell: Karen Reside, Stacy Mungo and Leonard Adams all were grateful for the recognition. Discussion on the price of tickets occurred. Parker moved and Carnino seconded a motion to charge \$85 per person for the early bird fee and \$100 for the regular fee. It was approved unanimously.

VII. Final Announcements and Adjournment

Next meeting will be held November 12, 2022.

POP Holiday Party will be Saturday, December 10th at Brent Dennis's house, 7 p.m.

Meeting adjourned by Chair Hardison at 8:04 p.m.

Respectfully Submitted:

Randy Zarn, Associate Director 10/18/22