



**Meeting Minutes  
May 8, 2017  
PROS Service Center**

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**Attendance:**           \* Excused Absence           \*\* Unexcused Absence

Renee Anderson  
Bob Epstein\*  
Ashley Hause Verville\*

Gary Herbella  
Roy Mapp

Christina Marriott  
Mary Parker

**Others Present:** Carrie Ward and Judy Brandmeyer

**1. Call to Order**

The meeting was called to order at 6:14 pm. A quorum was present.

**2. Approval of April 2017 Meeting Minutes**

The April 2017 meeting minutes were approved as distributed.

**3. Review Finance Reports**

Carrie reviewed the April 30, 2017 budget, revenues and expenses report with Trustees. Ending balance is \$30,127. The finance reports were approved as distributed.

**4. 2017 Work Plan**

a. Western Winter Gala

- Carrie shared a draft invitation and reminded Trustees to send Judy names and addresses of people they would like to receive a mailed invitation. Trustees can also have a supply of invitations to hand deliver.
- The Mansion's liquor distributor is contacting distillers about their willingness to donate their whiskies and participate in the event. Staff will also contact other distillers not represented by the Mansion's liquor distributor. Renee offered to visit those distillers with staff.
- Biscuits and Berries will be the caterer for the gala.
- Gary suggested that sarsaparilla and root beer be added to the non-alcoholic beverage selection.
- Carrie asked Trustees for table decoration ideas. A suggestion was made for simple arrangement with sign with distillers name and perhaps a short bio of the company and their products, giving them an opportunity to advertise.

b. Kid Fest Booth

Mary, Christina and Gary will man the Foundation booth at Kid Fest on Saturday, June 10, 9:00 am to noon, Civic Green Park. Staff will set up canopy with tables and provide Foundation bio cards, contact info cards, clip boards, pens, collection box, gala flyer, golf flyer and pool noodles to give away.

**5. New Business**

a. Active Lifestyle Month Event

Carrie asked if any Trustee could attend the BBQ hosted by the Douglas County Sheriff's Office at Fly'n B Park on Thursday, May 25, 6:00-8:00 pm.

b. Web Site Update

The web site needs to be updated with the 2017-18 HRPRF officers:

Mary Parker – President

Renee Anderson – Vice President

Bob Epstein – Secretary/Treasurer

All Trustees should review/update their bios and we still need a photo and bio from Christina

c. I-90 Tax Filing

Carrie shared that Stephanie Stanley had completed the annual tax filing. Let her know if you would like a copy.

**6. Next Meeting:** Monday, June 5, 2017, 6:15 pm

**7. Adjourn** The meeting adjourned at 6:55 p.m.