

**Westside Community Center Working Committee Meeting
Meeting Minutes
Thursday, January 18, 2024**

Members Present: Justin Trudeau, Liz Lopez Vaughan, Tena Jelinek, Kathy Perry, Susan Baldwin, Mary Tauras, Ann Petit

Members Absent: Judy McKay-Harbert, Nancy Bernard

Alternates Present: Sarah Grant

Parks Board Liaisons Present: Greg Thornton

Staff Present: Mark Snow, Jamie Bequette, Felicia Barnhart, Anna Bingman

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

Agenda Preview

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

Announcements

Mark Snow, Community Recreation Manager, asked Committee members to hand him their proposal evaluation forms after the meeting.

Citizen Discussion

There was no citizen discussion at this time.

Approval of Minutes

December 2023 meeting minutes.

Motion – To approve the December 21, 2023 meeting minutes.

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

Committee Announcements

There were no Committee announcements at this time.

Action Items

Proposals for Leased Space

There were no Proposals for Leased Space on this agenda.

Proposals for Programs/Services

Family ROCS – Afrah Caraballo

Afrah Caraballo, founder of Family ROCS, provided a brief background on the proposed program and why it would be a suitable fit for implementation at the Center.

Motion: To recommend the Family ROCS proposal for potential implementation at the Westside Community Center.

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

Cultivating Inner Calm – Elisabeth Soscia

Elisabeth Soscia, citizen, provided a brief background on the proposed program and why it would be a suitable fit for implementation at the Center.

Motion: To recommend the Cultivating Inner Calm proposal for potential implementation at the Westside Community Center.

1st – Ann Petit, 2nd – Tena Jelinek, Approved, Unanimously.

Committee Business

Communications Subcommittee

Committee member Tena Jelinek and Jamie Bequette, Program Administrator, provided the following updates about the Communications Subcommittee:

- Outreach Initiative
 - Committee members were asked to bring three to five potential partners or connections to this meeting to add to the outreach spreadsheet. Committee member Tena Jelinek gave an overview of the non-profit list. Jamie Bequette, Program Administrator, also informed the Committee on how to enter the information into the spreadsheet. Committee alternate member Sarah Grant provided an overview of the organizations she had added.
 - Committee member Kathy Perry commented that the goal of the Center is to have more programming that meet the needs of the community, not necessarily leased space or rental spaces. Committee Chair Justin Trudeau agreed with Kathy and stated that the concept of skill sharing was previously emphasized at the Center and would like to see more programming in that range. Committee

member Mary Tauras mentioned that the Pikes Peak Regional Time Bank is a great resource for a skill sharing network and suggested working with their organization.

- Jamie reminded the Committee that word of mouth has still been the best way to share information and bring in new community members, though she will continue to develop the spreadsheet for potential partners!
- 2024 Committee Event
 - Jamie Bequette, Program Administrator, reminded the Committee that she had asked them last meeting to bring ideas for a potential Committee sponsored/hosted event in 2024. Jamie said she would like to see an event that could bring the community together, preferably to the Center so that the community could gain a better understanding of the Center, and its programming and options for involvement.
 - The Committee discussed several different options for events but came to a consensus of hosting a swap meet/sale/recycling event in the summer. Jamie suggested that the event could be in partnership with Galvanize Recycle.
 - The Committee agreed to host the event on June 15th, exact time to be determined.
 - Jamie said it would be helpful to have a subcommittee to begin planning the event. Anna Bingman, Staff Assistant, said she would create a hybrid meeting option and notice it so there would not be limitations on how many Committee members could join. The subcommittee meeting will be on January 24th at 5:30 p.m.

Presentation Items

Rock Ledge Ranch Living History Association

Warren Wright, President of the Rock Ledge Ranch Living History Association (LHA), attended the meeting to inform staff and the Committee about the structure of the Rock Ledge Ranch LHA, which operates similarly to a “Friends Group” within the Parks, Recreation and Cultural Services Department. Warren explained the structure, positions and duties of his organization; how the LHA is able to fundraise as a 501C3; details about the LHA’s agreement with the Department; and finally, the other benefits and drawbacks of not being a City-formed committee.

The discussion following Warren’s presentation covered the amount of volunteer hours that his Board members put in, the time it took to get the LHA established to where it is now, and more about the partnership with the City. Warren encouraged Committee members to remain patient as they continue to navigate their role within the Center, and to remember the mission

of the Committee, which is to bring great programming to the Center that supports the needs of the community.

Staff Updates

Westside Community Center Facility Operations – Volunteers; Programming/lease space; Community Garden Facility Enhancements – Maintenance Closure Review

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

- The maintenance closure over the holidays was successful, with floors redone, carpets cleaned, and new office furniture installed. The AV equipment in Hughs Hall will likely need to be replaced but was not completed during the closure. Additionally, some painting on the stage needs to occur.
- The Old Colorado City Association, which the Center is a part of, has released its 2024 events calendar. Jamie is going to use this calendar to gauge other events in the area happening. Jamie said that the Association has also been facing the same challenges as the Center to activate the community.
- The Office of Sustainability organized Graden plot rentals in 2023. Jamie stated that she would like the registration to be more personal, and done internally, so she will continue to work with staff so that the Center will organize 2024 registrations.
- Jamie reminded everyone to log their volunteer hours on CERVIS, with Nathan Mannerberg in the front office in the logbook, or to email Jamie or Nathan. Additionally, Jamie said she would be asking Committee members to support weekend rentals for Funky Little Theater shows. Both Committee Vice Chair Liz Lopez Vaughan and Committee member Kathy Perry said they would be happy to help.
- Jamie provided an update on how current programming is going, as well as leased space rentals. One program, the Westside Exchange, was recently featured on KOAA.
- The Center will be closed on February 19th in honor of President's Day.
- Committee member Kathy Perry asked if it would be possible to receive the 2023 account listing obligations versus revenue. Mark Snow said he would get these items to her.

Motion to Adjourn

Motion – Move to adjourn the Westside Community Center Working Committee meeting at 4:39 p.m.

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