



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING

Wednesday, July 13, 2016 at 6:30 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Director Elizabeth Canchola
Director Fernando Horruitiner
Director Frank Silva
Director Jodi Steinbauer
Director Gerardo Vera

2. Approval of Minutes

A. June 28, 2016

3. Public Comments

4. Elections - Director Positions

A. Chair
B. Vice Chair

5. Discussion Items:

A. Update: Back to School Night/ National Night Out Event (Parks & Recreation Department)
B. Update: PP4K Marketing & Website (Director Canchola)

6. New Business

7. Next Meeting Date

8. Adjournment

Anyone wishing to obtain a copy of an agenda item may contact the **City Clerk at 305-593-6725** or view the agenda packet on the City's website at www.cityofdoral.com or at City of Doral Government Center, 8401 NW 53rd Terrace, Doral, Florida 3366 during regular business hours (Monday – Friday, 8:00 A.M. – 4:30 P.M.). Pursuant to Florida Statute 286.0105, anyone wishing to appeal any decision made by the City Council with respect to any matter considered at this meeting or hearing shall need a record of the proceedings and, for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.



CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING DRAFT MINUTES

Tuesday, June 28, 2016 at 6:30 p.m.

Doral Government Center
3rd Floor Training Room
8401 NW 53rd Terrace
Doral, FL 33166

1. Call to Order / Roll Call of Foundation Members

Meeting was called to order at 6:33 pm.

Director Elizabeth Canchola	Present
Director Fernando Horruitiner	Present
Director Frank Silva	Absent
Director Jodi Steinbauer	Present
Director Gerardo Vera	Present

Also present were:

Dan Espino, City Attorney
Silvia Watkins, Finance Department
Officer Noel Feliciano, Police Department
Lt. Daniel Muñecas, Police Department
Erin Weislow, Parks & Recreation Department
Connie Diaz, City Clerk

2. Approval of Minutes

A. April 27, 2016 Board Meeting

B. May 26, 2016 Board Workshop

Motion to approve made by Director Horruitiner and seconded by Director Canchola. By consensus, motion passes unanimously.

3. Public Comments

There were no comments made during public comments.

4. Elections - Director Positions

A. Chair

B. Vice Chair

By consensus, item was deferred to the next meeting.

5. Financial Items:

A. Accounting method revision for the preparation of the PP4K, Inc. Tax Return Form 990

Motion to approve the filing of the Tax Return Form 990 made by Director Steinbauer and seconded by Director Horruitiner. By consensus, motion passes unanimously.

B. Approval of payment of the accountant's invoice for filing the required tax form and documents (Exhibit A)

Motion to approve the invoice made by Director Canchola and seconded by Director Horruitiner. By consensus, motion passes unanimously.

C. Bank Reconciliation for April 2016 and May 2016 (Exhibit B & C)

Items were provided for the Board's review.

6. Discussion Items:

A. Back to School Night/ National Night Out Event (Parks & Recreation Department)

- i. **Event Date : Tuesday, August 2, 2016**
- ii. **Approval of Proposed Budget**
- iii. **2015 Event Budget Overview & Recap (Exhibit D)**

Erin Weislow, Parks and Recreation, addressed the Board and presented the item.

Discussion ensued on the idea of a pre-registration for pick-up of backpacks for Doral Residents.

Motion to approve the date and budget for the event as presented made by Director Canchola and seconded by Director Vera. By consensus, motion passes unanimously.

Motion to approve a pre-registration of 500 backpacks for Doral Residents made by Director Canchola and seconded by Director Steinbauer. By consensus, motion passes unanimously.

B. Revised After School Program (Director Canchola) (Exhibit E, F, G, & H)

Director Canchola addressed the Board and presented the item.

Noel Feliciano, addressed the Board and further elaborated on the program.

By consensus, the Board agreed to have the program on two schools and to have the police representatives contact the principals of the Doral Schools to see if they are interested in having the program at their school. In addition, police will look into the number of calls received per school and bring that information back to the board.

C. PP4K Fundraising (Director Canchola) (Exhibit E)

Director Canchola addressed the Board and presented the item. She spoke about the Cultural Affairs Advisory Board and donations of artwork.

D. PP4K Marketing (Director Canchola) (Exhibit E & I)

Director Canchola addressed the Board and presented the item.

Evan Owen, Communications and Protocol Manager, addressed the Board and elaborated on marketing PP4K and a website.

By consensus, the Board agreed to take a letter to Council requesting that they have a Parks and Police 4 Kids website, and to have the City assist in implementing it.

Motion to approve the purchase of business cards when the elections are finalized made by Director Horrutiner and seconded by Director Vera. By consensus, motion passes unanimously.

7. New Business

Director Canchola addressed the Board and spoke about the BizNovator Camp from the Casimiro Global Foundation. They requested to be a sponsor to the PP4K Foundation for the afterschool camp.

In addition, she also addressed the Board and spoke about the HUBB Company requesting to sponsor.

By consensus, the Board agreed for Treasurer Horrutiner to approve the Tax Form 990 on behalf of the board when completed.

8. Next Meeting Date

By consensus, the Board agreed to meet on July 13, 2016 at 6:30 pm

9. Adjournment

Meeting adjourns at 7:55 pm

Respectfully submitted,

Connie Diaz, CMC
City Clerk

Motion to approve the minutes of the June 28, 2016 Parks and Police 4 Kids Meeting made by _____ and seconded by _____.

Director Elizabeth Canchola
Director Fernando Horrutiner
Director Frank Silva
Director Jodi Steinbauer
Director Gerardo Vera

APPROVED and ADOPTED this 13 day of July, 2016.

Fernando Horrutiner, Treasurer