



Record of Proceedings Regular Monthly Meeting of the Board of Directors of the Norwood Park and Recreation District

Held: Monday, November 10, 2025 at 7:00pm at the Oliver House, 1555 Summit St., Norwood, CO 81423, and available via Zoom.

Attendance:

The regular meeting of the Board of Directors was called and held, as shown, in accordance with Colorado law. The following Directors were present:

Kelvin Verity, Matt Stanger, and Karl Cody

Also present were staff members Liza Tanguay, Michelle Liljegren via Zoom, and Sara Bachman with Lone Cone Dressage Club.

Sara Bachman, representing the Lone Cone Dressage Club, presented her request to have NPRD be the fiscal agent, for the purposes of applying for and dispersing monies from non-governmental grants. Sara is pursuing grants in particular to sponsor the Club's youth lessons, held once a month 10 months of the year. The Club brings in Deb Hindi, who has trained Olympians, and offers 2-hour horsemanship clinics for riders aged 8 to 18 free of charge. The group size varies from 6-15 participants, and combines kids from throughout the West End (Nucla, Norwood, and Naturita).

Sara is the volunteer handling the grant writing for the club; she found that although the Club, which has been around for two decades, is registered with the Colorado Secretary of State as a nonprofit, the organization does not have a 501(c)3 designation from the IRS. Rather than expending the Club's limited resources on attaining that, it made sense to partner with NPRD, a Special District. The Club will write all the grant applications and complete all the grant reporting. Once the programs are underway, the Club will reach out and have NPRD simply write the check to them for those grant funds. The funds being applied for would total \$500-\$2,000.

Sara and daughter Presley fielded questions from the Directors and Administrator. Concerns raised included keeping the receipt & disbursement of funds within the fiscal year for ease of accounting, extending the length of the partnership beyond 2026, fitting into the District's mission statement - and suggestions of ways to help with outreach, perhaps through a Dressage Club demonstration event.

- 1.) Meeting was called to order 7:28pm by Director Verity. 2.)
- 2.) A quorum was declared.
- 3.) No changes to the Agenda.
- 4.) Proposal to act as Fiscal Agent for the Lone Cone Dressage Club. Discussion above. Director Cody expressed concerns about the burden, but notes it is light. Ms. Bachman noted the benefits include NPRD's ability to

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demonstrate support of the youth participating in a Western Heritage group. Ms. Tanguay presented the Letter of Agreement drafted for the purpose of establishing the fiscal agency relationship. Director Cody moved to establish this Letter of Agreement, to be effective through calendar year 2026. Director Stanger seconded. All approved.

- 5.) September financial reports (as submitted at the last meeting): The answer as to why the financial report & Daiva's Music on the Mesa report were different is that the latter included Daiva's wages allocated to MotM. This has been reconciled in the October reports. Director Cody moved to approve September financials; Director Stanger seconded. All approved. October financial reports: Re. furnace repairs - Matt & Karl both have qualms about being told by an HVAC repairman that parts are needed that may not be. Kelvin himself has taken a look at the furnace as well. The time Liza has put into this has gotten us this far, and we have to expedite repairs. In the meantime, the 4-6 space heaters are keeping the Livery warm enough. Separately, Matt asked to have Daiva's and Liza's labor separated; they effectively are, as Daiva is classed as "Livery" and Liza is classed as "Admin". Director Cody moved to approve, Director Stanger seconded. All approved.
- 6.) Director Cody moved to ratify October Payment of Bills, Director Stanger seconded. All approved. What is Woo Commerce? It was set up with the Wordpress website; it is no longer needed. Director Cody moved to ratify Revised November Payment of Bills, Director Stanger seconded. All approved.
- 7.) (skipped) Oops.
- 8.) Items of agenda
 - a.) General Admin - Liza
 - i.) Website accessibility score is 81, with 133 files failed. Pages that failed are fixed. Progress, tho, Still struggling with .pdf files.
 - ii.) Karl & Kelvin are setting up a file storage solution with the new server equipment in the Livery loft. Goal before next meeting is remote access, Next Cloud set up.
 - iii.) Rezoning? It may be time to reach out to the town planner. P&Z is now meeting monthly once again.
 - iv.) No updates from Town Meeting
 - v.) Community Builders have taken all the inputs now, and will be coming out in December with the WE Vision "Action Plan". From that, NPRD can also get better direction on Master Plan.
 - b.) Events & Programs - Daiva - sent a report prior to the meeting.
 - i.) MotM - Requested discussion of the Dates - in particular for the August concert. The Board is supporting Saturday, Aug. 1 as the choice. (Saturday, Aug. 8 would be 2nd choice)
 - ii.) EVENTS → Brendan Forrest - Nov. 15 - any board members available to help? Bar - snacks will be popcorn and pretzels, filling in bevs. Bob Hoehn (Obi) is recording the concert live. Matt suggested raising the prices of beverages. Promotion questions. → Noel Night - Daiva reached out to Demian about a tent on the corner, but hasn't heard back. MotM merch sales? Will NNA set up next to us? If it's just a parade, then it will be just caroling & N3 kid(s) concert

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at the Livery for NPRD. —> Others upcoming: SNL 12/13, A Christmas Carol 12/19, and Craig's thing 12/21.

- iii.) PROGRAMS —> Fix It Friday is coming up. Karl's putting in the light fixtures. —> Roller Hockey: 13 kids signed up, with 11 showing up at practices regularly. It has been great! Moving the last practice to the Wednesday after tsgiving break, 12/3.

c.) Recreation Reports

- i.) No trails update.
- ii.) Climbing wall is open for the season, Mondays and Thursdays, 7-9pm.
- iii.) Rink update (see "Roller Hockey" Program above). Turning over lead to Buff Hooper & Ken Lukaszewski for ice season Dec. 1.
- iv.) Nordic is having the season kick-off party at the Library this year, Dec. 6th (or 5th?), since NNA is getting all new skis for the loaner program this year, and having a ski swap, too. No snow yet. When does the grooming agreement expire?
- v.) Pickleball is ongoing, Mondays & Wednesdays at the APR.

Before moving on, Liza requests doubling back to touch on Admin item: Property and Liability Insurance Renewal. The quote came in from the SDPL Pool, and it's the same as it was last year, which is surprising. Michelle has proposed submitting payment ON January 1, 2026. Questions and discussion regarding the property coverage - replacement cost? The current (proposed) value is: Oliver House \$363,439 + \$54,000 contents; Livery \$259,600 + \$81,000 contents. \$4,398 of the \$6,784 premium is just for that part of coverage. Michelle shared her experience with difficulty in finding insurance when we took ownership of the Oliver House. Matt is concerned about the risk of not having the replacement cost. Liza will reach out to the insurance agent to see if it is too late to change it. Query: what would the Board like the property value to be?

d.) Facility Reports - Liza

- i.) Furnace repairs are underway. Website would not let me use the NPRD debit card, but got the part ordered today.
- ii.) No updates to wish list until we get heat.

9.) Other -

- a.) Lisa Foxwell said our EIN is expired. But when I looked it up, EINs don't expire. 26-3911991.
- b.) Michelle has a reminder: Daiva has requested an Employee Review 4 months ago. It would be prudent for the Board, or at least a couple directors, to schedule that with her. Director Cody suggested meeting the hour before the monthly board meeting. Michelle recommended having a general format figured out beforehand.

10.) Adjourned 9:07pm

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