



Peninsula Metropolitan Park District

PO Box 425 – Gig Harbor, WA 98335
253-858-3400 – info@penmetparks.org
www.penmetparks.org

STUDY SESSION MINUTES

June 16, 2020, 5:00 PM

ATTENTION: Protecting the public, our partners, and our staff is of the utmost importance. Due to recent health concerns with the novel coronavirus, the Park Board has decided to host the meeting online. In accordance with the Governor's Stay at Home Order issued on March 23, 2020, the public is strongly encouraged to participate via teleconference. You can listen to the study session and regular meeting by phone at the following number +1 253-215-8782 Meeting ID: 848 1337 0561 Password: 481050. Via Zoom: Meeting ID: 848 1337 0561 Password: PenMet0616

Call to Order: The meeting was called to order by Commissioner Hill at 5:02 pm

Commissioners Present:

Maryellen (Missy) Hill
Kurt Grimmer
Amanda Babich
Laurel Kingsbury
Steve Nixon

Staff:

Doug Nelson
Elaine Sorensen
Eric Guenther
Stacie Snuffin
Glenn Akramoff
Chuck Cuzzetto
Kelly Darling
Brycen Toney

ITEM 1 Approval of Agenda

Commissioner Grimmer made a motion to approve the agenda, seconded by Commissioner Nixon. The agenda was approved with a 5-0 vote.

ITEM 2 Board Discussion

2a. Strategic Plan Update

- **Review of Topics, Discussion of Action Items, and Prioritization**

Executive Director, Doug Nelson, opened items for discussion. He gave a brief overview and update of the PenMet Parks Strategic Planning Session Summary topics. President Hill gave a brief history of the planning document and discussed that any topics that weren't addressed in the current meeting, would be discussed in future Study Sessions. Special Event Coordinator, Kelly Darling, gave a presentation for a dashboard software program she researched that could track important data for PenMet Events. Kelly Darling and the Board discussed what data the dashboard software would be able to track and some of the data the Board would like to be included. Commissioners and Darling also discussed looking at the data from events in a report form first to determine if the dashboard software would be necessary. Executive Director, Nelson gave



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an overview of the PenMet's Event Calendar for 2021 and what the calendar might look like in the future. Kelly Darling discussed some of the types of events she would like to add to the event Calendar going forward. She gave an overview of the events that are on the current Event Calendar and discussed some of those events with the Board. President Hill and Kelly Darling discussed some ways that PenMet could engage with the community and get citizens to help highlight PenMet Parks. Staff and Commissioners discussed a Storybook Walk that Commissioner Nixon participated in. President Hill read the key strategic outcomes from topic 2, Major Events, in the Strategic Plan. Commissioner Babich discussed the Teen Advisory Committee Events and finding ways to support their work and connect more with the Board. Commissioner Babich reported that topic 3, Recreation Program, in the Strategic Plan would need its own study session. President Hill read the discussion the Board and Staff had on topic 5, Board Logistics, in the Strategic Plan document, and touched base on it and its importance. President Hill and Commissioner Kingsbury discussed improving the Commissioner Orientation Process. Commissioner Babich gave examples of items that could be implemented and would help make the process more efficient and polished. Executive Director Nelson discussed that PenMet will work on refining the orientation process to make it easier for onboarding new Commissioners in the future.

ITEM 3 Adjournment Commissioner Hill adjourned the meeting at 6:00 pm

APPROVED BY THE BOARD ON: 7/7/20

M. Hill
President

[Signature]
Clerk