

**Westside Community Center Working Committee Meeting  
Meeting Minutes  
Thursday, February 15, 2024**

**Members Present:** Liz Lopez Vaughan, Tena Jelinek, Kathy Perry, Susan Baldwin, Mary Tauras, Ann Petit, Judy McKay-Harbert, Nancy Bernard

**Member Absent:** Justin Trudeau

**Alternates Present:** Sarah Grant, Margie Valin

**Parks Board Liaisons Absent:** Greg Thornton

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

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Committee Vice Chair Liz Lopez Vaughan brought the meeting to order at 2:03 p.m.

**Agenda Preview**

Committee Vice Chair Liz Lopez Vaughan provided a preview of the agenda for the meeting.

**Announcements**

Mark Snow, Community Recreation Manager, welcomed new alternate member Margie Valin to the Committee.

**Citizen Discussion**

There was no citizen discussion at this time.

**Approval of Minutes**

**January 2024 meeting minutes.**

**Motion – To approve the January 18, 2024 meeting minutes.**

1<sup>st</sup> – Nancy Bernard, 2<sup>nd</sup> – Tena Jelinek, Approved, Unanimously.

**Committee Announcements**

There were no Committee announcements at this time.

**Action Items**

**Proposals for Leased Space**

*Pikes Peak Children's Museum – Catherine Roosevelt*

Catherine Roosevelt, Board President for the Pikes Peak Children’s Museum, provided a brief background on the proposed leased and why it would be a suitable fit for implementation at the Center.

**Motion: To recommend the Pikes Peak Children’s Museum proposal for potential implementation at the Westside Community Center.**

1<sup>st</sup> –Nancy Bernard, 2<sup>nd</sup> – Tena Jelinek, Approved, Unanimously.

### **Proposals for Programs/Services**

#### *Pikes Peak Children’s Museum – Catherine Roosevelt*

Catherine Roosevelt, Board President for the Pikes Peak Children’s Museum, 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 Pikes Peak Children’s Museum proposal for potential implementation at the Westside Community Center.**

1<sup>st</sup> –Tena Jelinek, 2<sup>nd</sup> – Susan Baldwin, Approved, Unanimously.

#### *Chess Wizards – Glandeth Letigio*

Glandeth Letigio, Program Manager for Chess Wizards, provided a brief background on the proposed program and why it would be a suitable fit for implementation at the Center.

After some discussion with Ms. Letigio about the proposed program, the Committee asked if she would be willing to bring the proposal forward again at the next meeting with more information that the Committee requested. Ms. Letigio said she would be happy to do so.

**Motion: To postpone the approval of the Chess Wizards proposal until the March 2024 meeting.**

1<sup>st</sup> – Liz Lopez Vaughan, 2<sup>nd</sup> – Mary Tauras, Approved, Unanimously.

#### *Clear Springs Health Bingo – Doug Veillon*

Mr. Veillon was not present at the meeting to provide background information on the proposed program. Jamie Bequette, Program Administrator, said she would get in touch with Mr. Veillon to see if he can be present at a future meeting.

**Motion: To postpone approval of the Clear Springs Health Bingo proposal indefinitely.**

1<sup>st</sup> – Kathy Perry, 2<sup>nd</sup> – Tena Jelinek, Approved, Unanimously.

*“Welcome to Your Body” and “What is Chiropractic” – Dr. Madhav Gramke*

Dr. Madhav Gramke, 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 “Welcome to Your Body” and “What is Chiropractic” proposal for potential implementation at the Westside Community Center.**

1<sup>st</sup> – Nancy Bernard, 2<sup>nd</sup> – Mary Taurus, Approved, Unanimously.

## **Committee Business**

### **Communications Subcommittee**

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

- Tena and Jamie discussed that they will need more help with distributing door hangers to promote events and programming at the Center. Specifically, these door hangers would promote the Committee event in June. Committee member Mary Taurus said she would be happy to help.
- The subcommittee is always looking for more support on marketing and outreach as they continue to build a potential partner list. Committee member Nancy Bernard and Committee alternate member Margie Valin offered to help with this.
- Tena and Jamie will continue to assign tasks as they have them to promote outreach.

### **2024 Event Update**

Jamie Bequette, Program Administrator, said that she would put together a flier for the event after a few more details are worked out. Committee member Ann Petit said she has the food truck list, as well. The next event planning meeting will be on February 22 at 5:30 p.m. Committee members can join virtually or come in-person.

### **Community Garden Bed/Working Committee Adoption of Beds along Bijou**

Committee Vice Chair Liz Lopez Vaughan is sponsoring three beds in the community garden. She stated she is looking for commitment on the adoption of the beds. Additionally, she asked fellow Committee members if anyone would be interested in sponsoring the beds on Bijou street, or at least helping to maintain them. Committee member Kathy Perry said that the Organization of Westside Neighbors (OWN) typically does a clean-up of these beds quarterly. Jamie Bequette, Program Administrator, stated that she is working on having in-house

registration, which she is hoping to open up in March. Felicia Barnhart, Park Operations Administrator, stated that the Therapeutic Recreation Program (TRP) is planning to have gardening classes as part of their programming in May. She added that staff is working with the Office of Accessibility to offer two wheelchair accessible beds. This is a work in progress, with the completion date to be announced.

### **Staff Updates**

#### **Westside Community Center – Facility Operations; Community Garden; Signage on Campus; Programs; Center Financials**

Mark Snow, Community Recreation Manager, Felicia Barnhart, Park Operations Administrator, and Jamie Bequette, Program Administrator, provided the following updates:

- Felicia provided examples of what potential signage for the building could look like to distinguish it as the Westside Community Center Campus, instead of its previous use as a school. Committee members agreed with bold signage, though they asked if it would be possible to remain within the current color scheme that the buildings have.
- The Community Garden item was discussed earlier in the meeting.
- Jamie provided an update on January and February programming at the Center.
- Jamie reminded the Committee that the Center would be closed on February 19<sup>th</sup> in observance of President's Day.
- Mark provided the 2023 year-end financial statements for the Center, including revenues.

### **Approval of Temporary Chair**

Committee Vice Chair Liz Lopez Vaughan announced that she would have to leave the meeting at 4:15, and a temporary Chair would need to be nominated and voted on. Committee member Tena Jelinek self-nominated to be the temporary Chair.

#### **Motion: To approve Tena Jelinek as temporary Chair in the absence of the regular Chair and Vice Chair.**

1<sup>st</sup> – Tena Jelinek, 2<sup>nd</sup> – Susan Baldwin, Approved, Unanimously.

### **Presentation Items**

#### **Center Annual Report**

Jamie Bequette, Program Administrator, presented the Committee with the Center Annual Report. This report included the various programs and when they were approved; attendance

of various programs; information about current leases; demographic information; community outreach information; time allocation at the Center per program; and an overall view of happenings at the Center in 2023.

**Motion to Adjourn**

**Motion – Move to adjourn the Westside Community Center Working Committee meeting at 4:31 p.m.**

1<sup>st</sup> – Nancy Bernard, 2<sup>nd</sup> – Kathy Perry, Approved, Unanimously.