

VETERAN'S MEMORIAL GARDEN ADVISORY COUNCIL

*MINUTES FOR March 12, 2020 Meeting
Antelope Enclosed Shelter, Antelope Park
7:00am*

Advisory Council Members Present: Brendan Moore, Marcy Haas, Joe Brownell, Claude Frerichs, Thad Fineran, Melissa Wilkerson

Advisory Council Absent: Mark Orr, Craig Anderson

Others Present: Diane Bartels

LPR/Lincoln Parks Foundation Staff Present: Chris Myers, Shawn Quinn, David Ross, J.J. Yost, Maggie Stuckey, Roy Rivera, Denise Pearce, Jocelyn Golden, Kaylyn Neverve

1. - Call to Order (roll call) & Introductions – Joe Brownell called the meeting to order. After roll call, quorum was established. Introductions were made later in the meeting.

2. – Recognition of Open meetings Act – Joe Brownell noted that the meeting was subject to the Open Meetings Act and indicated where the Open Meetings Act notice was posted in the meeting room.

3. –Pledge of Allegiance -- All stood to recite the Pledge of Allegiance. After reciting the Pledge of Allegiance, Brownell requested for introductions from the group.

Brownell thanked the group for their involvement in the Veterans Memorial Garden Advisory Council (VMGAC). He noted that work of the VMGAC is a team effort, whether involvement is as Board Member, staff, or friend of the Council.

***4. – Approval of Minutes: December 12, 2019** – Approval of the prior meeting's minutes was moved by Moore and seconded by Frerichs; the motion was approved unanimously via roll call vote.

5. – Public Comments for items not listed in the agenda -- No public comments.

6. – Board Development: Jocelyn Golden, City Law

a. Annual **training re: requirements for public advisory boards:** Golden noted that she provides an annual training to all of the Parks and Recreation Advisory Boards. The training serves as a refresher for longer-term members and as an introduction to board service for new members. Golden provided a document to the group for reference. Golden noted that these meetings are open to the public. The agenda, previous meeting's minutes and meeting notice also have to be made available to the public. Regarding meeting practice, motions are to be made by a Board Member and seconded by another Board Member; discussion should follow the second, followed by a roll call vote on the motion. Golden emphasized that Board-related business is public record. Golden advised the Board not to discuss Board-related items outside of the meeting or communicate on substantive Board business via text or email. She emphasized that board agenda items should be discussed only during a meeting.

Brownell noted that due to the current circumstances, events may be placed on hold. The Council still needs to plan for the events, while also knowing that circumstances might change the plans.

7. – Finance Report: Maggie Stuckey, Lincoln Parks Foundation

Stuckey provided the balance report as of March 12, 2020. Final brick deadline shifted to March 1, 2020, and the total number of bricks is 47, which is right in line with previous years. In the last few weeks,

twenty Sponsorship Request Folders have been distributed and “asks” are pending. Stuckey noted that Bricks of Honor Ceremony might take place via livestream, depending on the status of the COVID-19 situation.

Brownell request clarification regarding the Veteran programs account. He asked about the decrease in the account from December 12, 2019, to March 12, 2020. The account decreased from \$1,155.32 to \$776.49. Stuckey stated that the decrease could be related to expenses made for the Pearl Harbor and Veterans Day events and will check on that issue. Pearce shared that the budget reflects \$1,830.00 for the VMG program fund, taking into account \$800.00 received from brick sales, which results in the budget being \$1,030.00 short. Stuckey mentioned that it would be good for the Lincoln Parks Foundation team to meet with Brownell to go over the processes for brick sales and VMGAC bank accounts.

Frerichs shared with the group that he is able to attend different community events to promote the Veteran’s Memorial Garden. Brownell underlined the importance of expanding fundraising efforts and reaching out to current contacts. He encouraged the use of the folders created by Stuckey and the Parks Foundation. Stuckey is open to having face to face meetings with potential donors and Board members; the Lincoln Parks Foundation takes the lead on these fundraising calls and will be the contact for follow up information.

8. – Committee Reports

a. Facilities Committee: JJ Yost

1. Status of Work on WW II and pre-1900 Bricks of Honor monuments: Yost provided an update regarding the renovation work to the WW II and pre-1900 Bricks of Honor monuments. Demolition work has been done; all of the existing holders have been removed. The two benches and table were removed and stored safely and will be installed with the new holders. All the new style bricks have arrived, and staff members have been performing quality checks on these bricks. The new holders are being formed by Arrowstone. The goal is to have all the holders in place by Memorial Day.

Brownell and Yost will be working with VMGAC members to coordinate times and dates for tours of the garden.

2. Benches—staff recommendation: Yost shared with the group that staff reviewed this issue and recommend that a policy re: memorial benches is not needed, as there are enough benches at the garden. Brownell would like to table the conversation until June to allow for VMGAC member tours. He noted this may assist members in determining whether a policy is needed.

3. Flowchart re: New Monuments, Memorials and Elements in the Garden: Will be discussed at the June meeting.

b. Events and Publicity Committee: Denise Pearce

1. Chair position: Brownell shared that after speaking with Johnson and Pearce, they have decided to have co-chairs who will be organizing VMGAC events. Wilkerson and Haas will be Co-Chairs; they will decide which events they want to lead and follow up to identify VMGAC members willing to help out with particular events. It was noted that Diane Bartels and Blue Star Mothers always participate and help out in VMGAC events. Blue Star Mothers already provided the name of a liaison who may want to be part of the Events Committee.

2. **Events Schedule for 2020:** Bartels shared with the group the planned program for the Memorial Day Event, which falls this year on Monday, May 25.

Brownell inquired about the Bricks of Honor Annual Celebration. Stuckey asked who would be reading the names, since this was previously done by Dr. Jackson. Brownell indicated that he would like to defer this item to Haas and Wilkerson.

Frerichs mentioned that the Vietnam Veterans Reunion this year will be held in Lincoln. They are planning a Veteran's Memorial Garden tour. Frerichs asked the group if it would like for the VMGAC to have a table at the event. Brownell and the rest of the group agreed it is a good idea to set up a table.

3. **Sign up sheet for Events:** May be used/distributed at a future meeting.

c. Executive Committee – Joe Brownell, Lynn Johnson, Denise Pearce

1. **Meeting Schedule:** The meeting schedule for the remainder of the year was noted.

Brownell asked the group to review the event dates and start thinking about which events everyone would be able to attend and/or assist with. He will follow up with individual members via email.

2. **Reappointments:** Brownell shared that Frerichs, Moore and Anderson were re-appointed by the City Council to the Veteran's Memorial Garden Advisory Council.

3. **Committee list:** The 2020 committee list will be shared via email after Haas and Wilkerson are added as the Co-Chairs of the Events and Publicity Committee.

4. **Committee List:** Pearce distributed a contact list for different veteran organizations that the VMGAC can contact for events and partnership opportunities. She asked the group to add let the Parks team know if there are additional contacts to add to the list.

4. **Veterans Art Show:** Pearce informed the group about the opportunity to collaborate with the VA office and a Veterans Art Show that will be held at the Auld Pavilion in September. The group decided it would be good to request specific information re: the show, including how VMGAC members could help out and the duration of the event.

5. **KFOR radio show on Sunday Mornings (Veterans Voice):** Pearce mentioned a Sunday morning KFOR show Veterans Voices. She noted the show may present an opportunity to talk about VMGAC events. Brownell indicated he would represent the Council on the KFOR show to promote the Memorial Day event.

6. **Strategic planning meeting:** Pearce asked the group if there is an interest in holding a strategic planning session this summer. Brownell encouraged the group to proceed with the session. The group agreed and indicated a focus of the session could be looking at what has been accomplished in the last few years and what needs to be done regarding promotion and fundraising. Rivera and Pearce will coordinate with the group and look for dates during the last two weeks in July that work for the group to hold the planning session.

7. **Recognition of Outgoing VMGAC Members:** Did not discuss.

Brownell concluded the meeting by advising the Council that it currently has three vacant seats. Seven members have to be veterans, and this requirement is met via the current membership. He asked the group to let him know if they know of any potential candidates who would be good additions to the VMGAC. Pearce noted that the Mayor's Office may also have a few recommendations for the three vacant seats; she will follow up with the Mayor's Office.

9. Announcements

a. Updated VMGAC Materials: Pearce asked members to pick up updated materials for their binders.

10. Adjournment: A motion was made and seconded to adjourn the meeting, the motion passed unanimously.

Meeting adjourned at 8:19 a.m.

Respectfully Submitted:

Roy Rivera, Recording Secretary

Joe Brownell, Chairman