

Williston Park and Recreation Foundation - Regular Meeting
Date July 22, 2026
Williston Area Recreation Center-12:00pm
Jordy Larvick Board Room



- I. Additions or Deletions to the Agenda
- II. Approval of Minutes
 - a. Regular Board meeting
- III. Approval of Financial Statements
 - a. Financial Summary
 - b. Review of Foundation Through Donations Sponsorships, and Donor Support
- IV. Executive Director/Staff Reports
- V. Old Business
 - a. Giving Hearts Day
- VI. New Business
 - a. CD/Endowment updates
 - i. Select day/time to interview financial institutions.
 - ii. Select Sub Committee
- VII. Adjourn

Next WPRD Foundation Meeting **Wednesday Aug 19th , 2026 @ 12:00pm** in the **Jordy Larvick Board Room at the Williston Area Recreation Center (822 18th St E)**

If special accommodations are needed due to a disability, please call the Williston Parks and Recreation Foundation Secretary at (701)774-1513.

Anyone who would like to address the Board needs to be put on the agenda by calling the Williston Parks and Recreation Foundation at (701)774-1513 or emailing Rhonda@wprd.us by Thursday before each meeting.

Board Members: Lorri Amsden (President), Skye Olsen (Vice-President), Justin Graham, Kelly Heller, Larry Grondahl, Karen Guglich, Pace Bates, Park Board President (TBD)

Foundation Liaison, Secretary & Treasurer: Rhonda Ludlum

Non-Voting Members: Joe Barsh, Emily O'Rear, Jessica Farmer

Mission Statement: "Superior Parks, Facilities, and Programs for all to enjoy an active life"



June 24th, 2026,

**WILLISTON PARKS AND RECREATION DISTRICT FOUNDATION
REGULAR MEETING OF THE FOUNDATION BOARD**

June 24th, 2026, | 12:00PM

Williston Area Recreation Center (WARC): Jordy Larvik Board Room

CALL TO ORDER

The meeting was called to order at 12:00PM by Board Vice President Olsen

ROLL CALL

Present: Olsen, Grondahl, Bates, Graham, Heller

Absent: Amsden, Guglich

Also Present: Ludlum, Barsh, O'rear, Farmer, Kaneko

ADDITIONS AND DELETIONS TO THE AGENDA

- New Business- New Park Board Appointed member
- New Business- Audit Conversation

APPROVAL OF MINUTES

Motion by Graham, **Seconded** by Grondahl we approve the minutes of the previous meeting as received.

Motion Carried

APPROVAL OF FINANCIAL STATEMENTS

- Financial Summary
- Review of Foundation Through Donations Sponsorships, and Donor Support
- Financial for park district updates. The budget is fully integrated with the new system. WPRD will be moving into 2027 budget season in July. The club sports account will soon be segregated out. Cash and reserve balances are still strong. We are in a positive net position; the CDs are earning interest. Will start to look at diversifying our reserves through multiple financial institutions.

Fund 40 -- Foundation: Trust

Category	Month Actuals	YTD Actuals
Revenue	\$ 0	\$ 27,300
Expense	\$ 3,600	\$ 17,800
Net Position	\$ (3,600)	\$ 9,500

Fund 41 -- Foundation: Beer

Category	Month Actuals	YTD Actuals
Revenue	\$ 8,400	\$ 11,400
Expense	\$ 0	\$ 4,400
Net Position	\$ 8,400	\$ 7,000



June 24th, 2026,

Motion by Grondahl, **Seconded** by Bates, to approve WPRD Foundation financial statements through donations, sponsorships, and donor support.

ROLL CALL VOTE:

AYE: Olsen, Grondahl, Bates, Graham, Heller

NAY: None

ABSENT: Amsden, Guglich

Motion Carried

EXECUTIVE DIRECTORS REPORT

- SLP road is fully under contract with Knife River and planning to get the road paved to the overlook the first two weeks of August.
- Ice and turf WPRD park board approved the first part of the project pac. We are looking at a revenue bond for 15 years and this will be made callable. Financing through pledges, the foundation restricted funds and last will be the WPRD sales tax if needed. The groundbreaking will be around the end of July.
- The golf course project has started all companies and firms are now under contract for this project that WPRD is responsible for. All projects are also under contract. The water reuse line project has started.
- Raymond center project had a pre-proposal meeting for managers. This project may have to be a phase project starting with the first floor and then moving to the second floor later if needed.
- Memberships this is the first summer that they have increased instead of decreasing. There is an option to have a membership that allows you into the ARC and Water World.

OLD BUSINESS

- Giving Hearts Day- No updates currently.

NEW BUSINESS

- Foundation Liaison Position Description – Review and Approval of the new Job Description packet.

Motion by Grondahl, **Seconded** by Graham, to approve the Foundation Liaison Position.

ROLL CALL VOTE:

AYE: Olsen, Grondahl, Bates, Graham, Heller

NAY: None

ABSENT: Amsden, Guglich

Motion Carried

- Appointment and Approval of the Foundation Liaison to a WPRD employee.



June 24th, 2026,

Motion by Grondahl, **Seconded** by Heller, to approve the Appointment and Approval of the Foundation Liaison to Rhonda Ludlum.

ROLL CALL VOTE:

AYE: Olsen, Grondahl, Bates, Graham, Heller

NAY: None

ABSENT: Amsden, Guglich

Motion Carried

- CD & Endowment updates- The \$1,040,000 will be percentage based divided between facilities. We have received 5 bids from different financial institutions. The CD at First Internation matures in July we are asking for an additional month to go through the banking institutions that turned in proposals so that they may be reviewed. We will then start the interview process. The board requests that we do interviews with all 5 institutions. We will create an interview committee. We will contact all 5 institutions and let them know that we will interview in August.
- Naming Rights Contract for Coca-Cola's pledge for concessions naming rights at the Ice/Turf facility approval. The foundation has already approved the pledge process. This contract is for naming rights only and does not mean that we cannot sale products from other brands. This contract is the template for moving forward with future agreements for naming rights and pledges.

Motion by Grondahl, **Seconded** by Bates, to approve the Naming Rights Contract for Coca-Cola's pledge for concessions naming rights at the Ice/Turf facility approval. This also approves this as the template with future pledges and naming rights.

ROLL CALL VOTE:

AYE: Olsen, Grondahl, Bates, Graham, Heller

NAY: None

ABSENT: Amsden, Guglich

Motion Carried

- Pavers and Tiles at WPRD capitol project updates- Communications presented to the board the updates to the website allowing anyone to make a pledge, naming rights and commitments digitally, payments can be received through the site and that will include a contract. This is also where they can purchase pavers for the new capitol projects through WPRD. Working on adding an option to add artwork for the pavers.
- New Business- New Park Board Appointed member- With Kelly Heller leaving the park board the new appointed Park Board President will come on the WPRD Foundation board in July.



June 24th, 2026,

Motion by Grondahl, **Seconded** by Graham, to approve the update of the WPRD Foundation By-Laws from "The Board shall include Four (4) to six (6) at-large voting members from the community to Four (4) to six (7) at-large voting members from the community.

ROLL CALL VOTE:

AYE: Olsen, Grondahl, Bates, Graham, Heller

NAY: None

ABSENT: Amsden, Guglich

Motion Carried

Motion by Graham, **Seconded** by Bates, to approve Kelly Heller to the WPRD Foundation Board as the 7th voting member.

ROLL CALL VOTE:

AYE: Olsen, Grondahl, Bates, Graham, Heller

NAY: None

ABSENT: Amsden, Guglich

Motion Carried

- New Business- Audit Conversation- With the move into our own accounting system we have confirmed with Eide Baily that in the past the Foundation has been treated as a sub entity, the foundation is its own entity and will need to be treated separately moving forward. Eide Baily will be scrubbing WPRD Foundation from all previous audits in the past. We plan to move forward to have Eide Bailey do WPRD Foundations taxes and audits starting in 2027. We are not recommending re-audit the previous years as it was done with the park district in the past. We will have an agenda topic with the board for approval next month to approve how we should proceed.

CORRESPONDENCE/PUBLIC COMMENT

No correspondence or citizens were present to be heard.

NEXT MEETING DATE- July 22nd, 2026

ADJOURNMENT

Motion by Graham, **Seconded** by Bates, to adjourn meeting

Motion Carried

COD/IRA Renewal Notice

First International Bank & Trust
1331 9th Ave NW
Williston ND 58801

WILLISTON PARKS & RECREATION FOUNDATION
PO BOX 1153
WILLISTON ND 58802-0000

Account Number: XXXXXXXX8659

Effective Date: 07/06/2026

Balance as of Effective Date: \$1,059,500.00 *Interest \$19,500.00*

Are funds being added or withdrawn: No

The fee we may impose will equal: All Interest That Could Be Earned

New Term: 2 Months

New Maturity Date: 09/06/2026

Annual Percentage Yield: 3.81%

New Interest Rate of 3.75% will be paid until first maturity

Interest will credit At Maturity to Compound

Interest Will Compound: At Maturity

Account Type: COD

Change Received By: JESSICA RENEE FARMER

Change Received Via: Email

Submitted By: Cailey Mick

Submitted On: 07/06/2026

****The information indicated will be the new effective terms and conditions of the certificate of deposit. This document should be placed with your original certificate and be considered a receipt of the new terms and conditions****

WPRD Foundation – Giving Hearts Day Overview

WPRD Foundation

2027 Giving Hearts Day Campaign Roadmap

Giving Hearts Day: Thursday, February 11, 2027

Campaign Theme

"Building a Healthier Community Through Parks, Recreation & Wellness."

Giving Hearts Day is North Dakota's largest 24-hour online giving event and takes place on **Thursday, February 11, 2027**. Since its inception, it has helped participating nonprofits raise more than **\$257 million** and provides extensive training, marketing resources, and statewide exposure.

WPRD Foundation – Giving Hearts Day Overview

What is Giving Hearts Day?

- North Dakota's largest 24-hour online giving event.
- An opportunity to raise funds, increase awareness, and connect with new donors across the state.

Why Should We Participate?

- Increase awareness of the WPRD Foundation.
- Build relationships with new donors and businesses.
- Raise funds for scholarships, parks, recreation, wellness programs, and future community projects.

Proposed Timeline

- **July/August:** Register and set campaign goals.
- **September:** Secure matching sponsors.
- **October–November:** Collect stories, photos, and recruit ambassadors.
- **December–January:** Launch marketing and donor outreach.
- **February 11, 2027:** Giving Hearts Day!

Board Involvement

Each board member is asked to:

- **Give** – Make a personal donation.
- **Share** – Help spread the word.
- **Ask** – Personally invite friends, family, and colleagues to support the Foundation.

Local Organizations the WPRD Foundation Could Partner With

Rather than viewing Giving Hearts Day as competing with other nonprofits, many organizations strengthen their impact by collaborating. Potential community partners include:

- Opportunity Foundation Inc – Supports individuals with developmental disabilities.
- The Salvation Army of Williston – Food pantry and emergency assistance.
- Community Action Partnership – Housing, food, and family support services.
- Eckert Youth Home – Services for youth and families.
- North Dakota Association for the Disabled (Williston) – Independence and accessibility programs.

Why It Makes Sense for the WPRD Foundation

Giving Hearts Day is about more than raising money. It offers an opportunity to:

- Increase awareness of the Foundation's mission.
- Introduce new donors to parks and recreation philanthropy.
- Build a recurring donor base.
- Strengthen relationships with businesses and community partners.
- Support future projects such as scholarships, recreation programming, parks, trails, playgrounds, and community wellness initiatives.

Board Responsibilities

- Approve fundraising goal.
- Determine how funds will be used.
- Identify personal contacts for donor outreach.

Staff Responsibilities

- Develop campaign timeline.
- Gather photos and videos.
- Create Giving Hearts Day branding.

First-Year Goal

Keep expectations realistic and focus on building a strong foundation:

- **Fundraising Goal: \$25,000**
 - \$15,000 in donations
 - \$10,000 in matching gifts

DETAILED Recommended Timeline

July–August 2026

- Submit the Giving Hearts Day application (applications for 2027 open during this timeframe).

August–September

- Register for giving hearts day.
- Establish fundraising goals.
- Form a campaign committee.
- Identify lead donors and potential matching gift sponsors.

October–November

- Build marketing materials.

- Collect participant stories, photos, and videos.
- Recruit board members and volunteers to become fundraising ambassadors.

December–January

- Begin promoting the campaign.
- Secure matching gifts.
- Schedule social media, email campaigns, and community outreach.

February 11, 2027

- Execute an all-day campaign with social media updates, donor recognition, and community engagement.

February (After the Event)

Within 48 hours:

- ✓ Thank every donor
- ✓ Thank sponsors
- ✓ Publish results
- ✓ Share community impact

Within 30 days:

Board debrief

Discuss:

- What worked
- Lessons learned
- Goals for next year