



El Centro del Quinto Sol  
Advisory Board of Directors Meeting Minutes  
January 9, 2024  
5:30pm at El Centro del Quinto Sol

I. Call to Order: Board Chair Tom Carrigan called the meeting to order at 5:31pm

II. Roll Call:

Present: Mindy Armijo, Member  
Tom Carrigan, Chair  
Joe Latino, Member  
Maria Lopez, Vice  
Janelle Quick, Member  
Jessica Plascencia, Recreation Coordinator - El Centro del Quinto Sol  
Tamara Moore, Recreation Supervisor

Absent: N/A

III. Approval of Previous Meeting Minutes: December 5, 2023. Janelle Quick motioned to approve minutes as submitted, seconded by Maria Lopez.

IV. Announcements:

Chair Announcements: (Tom Carrigan)

- Tom led a discussion about a possible event to showcase El Centro and show our appreciation for donors, participants and sponsors. Activities that may be included and discussed include large canvas painting, games, our regulars hosting tables showcasing current programs/activities, bartering/trading goods, raffle/fundraiser, kid-focused events.
- Jessica gave an account of current events; Easter in March or April, Summer Kickoff BBQ in June, Back to School Give-away in August, Trunk or Treat in October, Friendsgiving in November, and Holiday Celebration in December.

Center Programs/Events Updates:

- Jessica reported that the Holiday event on December 9 was a success with 348 people in attendance, 271 gifts given at event, and a total of 324 gifts given through the end of December. There are around 100 gifts remaining that will be used as awards for participants and for other events throughout 2024. Attendance for December was 1063.
- Upcoming Events:
  - The Easter event will take place at the end of March. Jessica will email Board the donation letter asking for items to put in giveaway easter baskets, plastic eggs, individually wrapped candy or monetary donations. More information on the event will be shared at the February meeting.

***El Centro del Quinto Sol Advisory Board Focus: Program development and enhancement, Community partnerships, Facility enhancements, and Communication***

V. Old Business:

Basketball Hoop Installation:

- Tamara reported that the hoops were installed and encouraged board members to take a look at them on their way out of the building.

Construction Update:

- Tamara shared that the project should go out to bid in February and construction should take place April through the summer. Janelle asked about a contingency plan if during construction the building needs to be closed. Possible alternative sites to hold programming is nearby schools, the west side community center, PHEF (for computer use), and the George Williams Hall in City Park.
- Joe asked if Tamara could get the lighting fixed on the north side of the building because it is very dark and unsafe. Janelle shared that she has a contact at Black Hills Energy she can share to help with possible funding for safety lighting around the facility.

VI. New Business:

Staffing:

- Jessica shared that Paula, El Centro Specialist, has resigned -- commenting that Paula was an asset to the center and will be missed. There are a few other recent vacancies, as well as a new member coming on to help with building cleaning. Those positions will be posted soon. Janelle asked to be notified when they are posted for her to share with her clientele.

New Program/Event Ideas:

- Jessica shared that at her last staff meeting they brainstormed for new program ideas and the following were a result and may be new programs in 2024: Bingo Night, Teen/Girls Night, Movie Night, Adult Basketball, and Yoga. When asked what Teen/Girls Night would entail, it was discussed that there could be guest speakers to help empower the girls (a professional who is able to manage the conversation) and that permission slips may be needed depending on the topics discussed.

Community Survey:

- Tamara mentioned that Tom suggested doing a community survey to see what the community would like El Centro to offer. The following discussion focused on methods of survey including townhalls, City resources (website, social media, survey monkey or similar service provider), Water Board bill inserts, as well as whether the East side is surveyed or the entire City. Tamara will start researching survey method options and working on a list of questions to bring back to the Board.

VII. Board Comments: None

VIII. Adjournment: Janelle Quick motioned to adjourn the meeting. Seconded by Mindy Armijo. Meeting adjourned at 6:32pm.

Next meeting: Tuesday, February 6 @ 5:30pm, El Centro del Quinto Sol

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