



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

- I. Call to Order: Board Chair Tom Carrigan called the meeting to order at 5:35pm

- II. Roll Call:
Present: Mindy Armijo, Member
Tom Carrigan, Chair
Joe Latino, Member
Janelle Quick, Member
Tamara Moore, Recreation Supervisor

Absent: Maria Lopez, Vice
Jessica Plascencia, Recreation Coordinator - El Centro del Quinto Sol

- III. Approval of Previous Meeting Minutes: February 6, 2024. Joe Latino motioned to approve minutes as submitted, seconded by Mindy Armijo.

- IV. Announcements:
Chair Announcements: (Tom Carrigan) None
Center Programs/Events Updates:
 - Tamara reported the attendance for February was 758. The Center will have a modified schedule during spring break and will be open 11:30am - 8pm, Monday through Friday, March 25 - 29. Starting April 5, Friday hours will change from 11:30am - 8pm to 12pm - 8pm.
 - Upcoming Events:
 - The Easter event will take place on Saturday, March 30 from 12pm to 2pm. Staff will be in to set up at 11am. El Centro will only be opened for restroom use during the event. Volunteers are still needed. Tamara asked the Board to let her or Jessica know if they are able to volunteer by March 18. Tom confirmed he would be able to volunteer. There are 33 baskets assembled and ready to give away for the event. We are still in need of plastic eggs and trinkets or candy to go in the eggs. Janelle shared she has ordered some eggs and treats and they will be delivered soon. Mindy suggested we build an Amazon wish list as a way for people who want to donate to purchase what is needed. Tamara will look into this option for future events.

- V. Old Business:

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

Construction Update:

- Tamara shared that the project is currently open for bids through March 27.

Community Survey:

- Tamara reported that the City has used several methods in the past to conduct surveys including Survey Monkey and polls on social media platforms. There is also a biannual community survey sent out by the City that may contain a question or two about programming. Tamara shared a list of potential questions and asked for input from Board members. Janelle offered to help word questions once we determine what we want to know.
- Questions surrounding rental options and fees at the Center were discussed. It was suggested that rental fees may be increased after remodel, to give incentives for renting (concessions giftbox, Zumba passes) that encourage returning to El Centro, offering an option to donate deposit, and creating different fee structures for non-profit, for-profit, and neighborhood (81003 and 81001 residents).

VI. New Business: None

VII. Board Comments:

- Mindy asked about the status of the full-time Coordinator position. Tamara shared that the position was offered, and the candidate is going through the pre-hire process. There was discussion surrounding the process and why Jessica was not able to be offered the position. The Board members expressed their concern about the process and Joe said he would contact the Human Resources department in the morning.
- Mindy suggested that El Centro connect with Mariposa to invite their patrons to events and activities, or offer to take activities to their site.

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

Next meeting: Tuesday, April 2 @ 5:30pm, El Centro del Quinto Sol