

08/22/2023



**FAIR PARK FIRST MINUTES OF
MEETING OF THE BOARD OF DIRECTORS**

Tuesday August 15 2023

A meeting of the Board of Directors (the “Board”) of Fair Park First, a Texas non-profit corporation (the “Corporation”), was held remotely via electronic means and livestreamed to the public at [Facebook.com/Fairparkfirst](https://www.facebook.com/Fairparkfirst) on Tuesday August 15, 2023 at 6:14 p.m.

Directors Present:

Darren L. James, President of the Corporation
Robert Luxen, Secretary
Cris Zertuche Wong
Daniel Wood, Ex Officio
Donald Parish Sr.
Jason Brown
Keba Batie
Kimberly Shaw
Lincoln Stevens
Margo R. Keyes
Maribel Moncada
Sonya Woods Rose
Veletta Forsythe Lill

Arriving after 6:11:
Chelby Sanders Kirk

Not Attending:
Ann Barbier Mueller
Christina B. Lynch
Emily Ledet

Staff and Guests:
Brian Luallen, CEO of the Corporation
Alyssa Arnold, Chief Impact Officer
Anita Crethers, Community Engagement Manager
Crystal Zapien, Visitor Experience Manager
Peter Sullivan, General Manager

Brian Bermudez, Asst. Director of Security
Bryce Hamilton, Director of F&B
Clif Huebner, Director of Finance
Dee Ann Hirsch, Asst. General Manager
Julian Bowman, Senior Director of Marketing
Paul Frushour, Sr. Event Manager
Samuel Gaddis, Capital Projects Program Manager
Scott Norton, Asst. General Manager
Steven Flores, Sr. Sales Manager
Ashley Langworthy, BRV
Josh Anderson, BRV
Heather Stevens, Rise360

Mr. Darren L. James served as the Chair and Mr. Robert Luxen served as Secretary for the meeting.

1. Call to Order and Introductions.

Mr. James officially called the meeting to order at 6:14. 10 of the Board members were in attendance at the beginning of the meeting, and with a quorum present the meeting proceeded. Board Members, Officers, sub-management firms, guests and employees introduced themselves.

2. Approval of Minutes.

The second order of business before the meeting was the approval of the minutes from the meeting scheduled on June 20, 2023. There being no discussion or questions, a motion was made by Mrs. Cris Wong and duly seconded by Veletta Forsythe-Lill, and the minutes were approved as presented.

3. Finance Report.

Mr. Keba Batie and Mr. Clif Huebner provided an update on the organization's finances for the month ending on May 31, 2023. The presentation and report followed a new format, as requested by the Finance Committee.

Mr. Huebner then provided a thorough update on the Budget for FY 2023-2024, and asked the board to consider adoption. Several questions and comments arose, with the proposed budget garnering praise from the Members. When no further questions or discussion arose, the motion and the Budget was adopted unanimously by the board members present.

4. Board Development and Fundraising

Mrs. Veletta Forsythe Lill and Mrs. Margo R. Keyes briefed the board on several recent gifts/grants including a naming gift of \$5,000,000 for the Cotton Bowl Plaza and introduced Mrs. Heather Stevens, who provided a robust update on fundraising activities including multiple fundraising events on the horizon. There was discussion among the board, with the naming gift slated to go to the Dallas Park and Recreation Board for consideration in September.

The Chair considered a motion by Secretary Luxen to enter executive session to discuss the proprietary details of the Fair Park First Gift Policy as it pertains to funding agreements with various donors, employee compensation, contractual matters, and the outcome of a recent

contractual audit. The motion was duly seconded by Chris Bowers and passed unanimously. The board entered executive session at 6:55. The Board exited executive session at 7:46, and the general meeting resumed.

5. Additional Items

Upon return to regular session Mrs. Veletta Forsythe Lill proposed that a Fundraising and Development Committee recommendation as to updating Fair Park First's Gift Policy be adopted. There being no questions or discussion the Chair entertained a motion which was duly made and seconded. The subsequent vote passed unanimously.

Next, Mrs. Emily Ledet proposed that a Governance Committee recommendation as to increasing the base salary of Chief Impact Officer Alyssa Arnold to \$110,000 be adopted.

Mr. Chris Bowers offered an amendment that the increase be made retroactive to March 1, 2023. The amendment was accepted. There being no questions or discussion the Chair entertained a motion which was duly made and seconded. The subsequent vote passed unanimously.

Next, Mr. Bob Luxen proposed a motion that the Board adopt a Memorandum of Understanding between Fair Park First and Friends of Fair Park, which would formally align the organizations. The Chair acknowledged the motion and there being no discussion or questions, the motion was duly seconded by Chris Bowers, and the motion was unanimously approved to adopt and execute the MOU as presented.

6. Adjournment

There being no other business to consider, upon a motion duly made and seconded, the meeting was adjourned at 8:01 p.m.

Respectfully submitted,



By: Robert Luxen, Secretary

