

**LAKE RIDGE PARKS AND RECREATION ASSOCIATION, INC.**  
**SPECIAL MEETING OF THE BOARD**  
**June 4, 2019 Minutes**

A special meeting of the Lake Ridge Parks and Recreation Association, Inc. (LRPRA) Board of Directors was held at the Canterbury Woods Community Center on June 4, 2019.

**PRESENT: Board Members:** Janet Foote (President), Brent Barnwell (Treasurer) – by telephone, Tina Herndon (Secretary), Christopher Berry, and Michael Stephens **Staff Members:** Ike Mutlu (General Manager), and Rebecca Hale (Assistant Director of Finance)

**Other Attendees:** Theresa Melson (USI)

**ABSENT: Board Members:** Neil Nelson (Vice President), Ruby Arthur, Michael Butler, and Jason Devers **Staff Members:** Mark Brooks (Facilities Director), Laura Krauss (Recreation Director), Marian Morrill (Director of Administration and Human Resources), Barbara Ramey (Covenants Director), and Michael Yuenger (Finance and IT Director)

**I. OPEN MEETING:** Ms. Foote opened the meeting at 7:00pm. to receive an analysis of insurance coverage from the LRPRA insurance broker, Theresa Melson of USI.

**II. OPEN FORUM:** No topics were brought up during Open Forum.

**III. APPROVAL OF LIABILITY/UMBRELLA INSURANCE POLICY:** Coverage and rate analysis was presented by Ms. Melson. After discussion and questions, Mr. Stephens moved that LRPRA continue with Travelers Insurance Policy as presented (to cover general liability and workers compensation) and to add cyber-security coverage. Ms. Foote seconded the motion, which was unanimously approved.

**IV. COMMITTEE APPOINTMENTS:** Ms. Herndon made a motion to accept the committee appointments as presented for the Finance Committee and the GM Performance Committee. Mr. Barnwell seconded the motion, and it was unanimously approved. Other committee appointments had been previously approved by the Board of Directors.

**IV. ADJOURNMENT:** Ms. Herndon made a motion to adjourn the meeting. Mr. Stephens seconded the motion, and Ms. Foote adjourned the meeting at 8:35pm.

*Tina Herndon, Board Secretary*

*Marian Morrill, Recording Secretary*