



Board of Park Commissioners 2023-2024 Committees

Finance Committee: General Duties include: Reviews financials on a monthly basis, provides input into the Superintendent's proposed annual operating and capital improvement budget, reviews and recommends modifications to the park use fee schedules as appropriate, reviews trust fund reports and evaluates requests to utilize select trust funds for qualifying capital improvement projects, and provides input into department Business Plans as needed. May provide input into other financial issues throughout the year as needed.

➤ **Anticipated Work Priorities for 2023-2024:**

- Develop strategy around the long-term use of the Friends of Bristol Parks and Recreation Fund
- Continued to improve upon the annual Internal Budget Process
- Part-Time/Seasonal Employee Compensation Study and wage chart review
- Establish and adopt a phased 3-year plan for fee increases

Fund Development & Advocacy Committee: General Duties include: Partners with staff to institutionalize philanthropic processes, provides input and approves the annual fundraising strategy and goals, cultivates partnerships and community relationships, assists with securing sponsorships and donations, provides input on and assists with fundraising events or initiatives as appropriate.

➤ **Anticipated Work Priorities for 2023-2024:**

- Dinner on the Diamond 2024 fundraising, outreach, and donor cultivation
- Coordination of a Silent Auction at Dinner on the Diamond
- Partner with Finance Committee to establish strategy around the long-term use of the Friends of Bristol Parks and Recreation Fund

Policy & Strategy Committee: General Duties include: Annually reviews and approves the Policy Manual, reviews Superintendent's policy change recommendations, introduces new policies for staff to develop, assists with conduct of research regarding policies under consideration by the board, assists with review and approvals of CAPRA accreditation reports, and may review and make policy determination on special projects, requests or initiatives, and provides guidance on the department's strategic plan.

➤ **Anticipated Work Priorities for 2023-2024:**

- Assisting in the development of new policies aligned with the strategic plan and CAPRA
- Complete policy priorities including Muzzy Field Concessions and Sponsorship/Advertising in the Parks
- Establish the approach for the 2025-2027 Strategic Plan with work launching January 2024; a year in advance of the current strategic plan ending
- Evaluate the success of the BOE school fields maintenance and management plan and establish recommendations for year 2 with budgetary items being referred to Finance Committee