

Peculiar Parks Foundation

Board Meeting Minutes

Tuesday, August 4, 2026

10:30 AM

Community Bank – Peculiar



Attendance

Present: Shannon Wells, Christal Chapman, Virginia Costanzo, Jessica Williams, Karin Velez, and Jason Long.

Call to Order

The meeting was called to order at 10:31 AM by Foundation Secretary Shannon Wells.

Approval of Previous Minutes

The minutes from the previous meeting were presented for approval.

Motion: Virginia Costanzo made a motion to approve the previous meeting minutes as presented. Christal Chapman seconded the motion. **Motion passed.**

Treasurer's Report

Christal Chapman presented the Treasurer's Report. The report included July beginning funds, deposits received from merchandise and vendor activity, expenses for tote purchases and an Amazon Prime fee, the current account balance, and an upcoming payment to the City for merchandise.

Christal also shared a spreadsheet that can be used to track annual income and expenses as well as individual fundraising campaign totals.

Motion: Virginia Costanzo made a motion to approve the Treasurer's Report. Shannon Wells seconded the motion. **Motion passed.**

Disc Golf and Raisbeck Park Improvement Campaign

The Board discussed whether to close the existing disc golf fundraising campaign. After discussion, the Board agreed to leave the campaign open and discussed possibly renaming and expanding it to support additional improvements at Raisbeck Park.

Future projects could include additions to the disc golf course such as a disc golf library, signage, beautification, and other amenities.

The Board also discussed the future potential of the upper building at Raisbeck Park and possible improvements for sound and lighting that could allow the area to be used for live music and other community events.

Sports Assistance Applications

The Board reviewed two sports assistance applications received from one family. The requests were for a third-grade student participating in flag football and a sixth-grade student participating in soccer.

Registration fees were confirmed at \$85 per child. The Board discussed assisting with the registration costs as well as providing support toward the sports equipment needed. The anticipated plan is to provide payment for the registrations and use a gift card for equipment expenses.

The Board will follow up with Dharma regarding any additional information or steps necessary to complete the registrations.

Motion: Christal Chapman made a motion to approve both sports assistance applications and aid with registration and equipment expenses. Virginia Costanzo seconded the motion. **Motion passed.**

Youth Sports Registration

The Board discussed the current number of registrations for flag football. It was noted that Peculiar was experiencing a shortage of flag football signups while Harrisonville reportedly had enough players for a team but did not have a coach.

The possibility of bringing Harrisonville players into the Peculiar program was discussed if registration, refund, and other logistical details could be worked out.

Soccer registration was reported to be healthy and did not experience the same participation concerns.

Memorandum of Understanding with the City

The Board reviewed the draft Memorandum of Understanding between the City of Peculiar and the Peculiar Parks Foundation. The MOU is intended to formally define the relationship and responsibilities among the City, Parks and Recreation, the Park Board, and the Peculiar Parks Foundation.

Discussion included the Foundation's status as a separate agency, approval requirements, financial records and reporting, use of City names and images, donor restrictions, and responsibility for donated gifts and funds.

The Board also discussed the importance of the City establishing a formal naming policy so future donations involving memorial benches, park features, dedications, and similar requests can be handled fairly and consistently.

The goal is to have the MOU in place by September 1, 2026. The Board discussed whether approval could move through the Park Board and City Administrator without requiring additional approval by the Board of Aldermen.

Motion: Shannon Wells made a motion to approve the Memorandum of Understanding with the City and move it forward for presentation and approval. Virginia Costanzo seconded the motion. **Motion passed.**

Insurance

Shannon Wells presented information received regarding insurance options for the Foundation.

Coverage discussed included:

- General Liability
- Directors and Officers Liability
- Hired and Non-Owned Auto
- Volunteer Accident Coverage

The Board discussed the importance of protecting both the organization and individual Board members from liability. The Board was most interested in General Liability, Directors and Officers coverage, and Volunteer Accident coverage.

The necessity of Hired and Non-Owned Auto coverage was questioned based on the Foundation's current activities.

The Board also reviewed annual premium costs and discussed the possibility of making payments over time rather than paying the full annual premium in one lump sum.

Fundraising Compliance and Foundation Branding

The Board discussed fundraising practices and maintaining compliance with IRS requirements, including considerations surrounding unrelated business income and how fundraising and large donations may affect the Foundation's financial percentages.

The Board discussed making sure merchandise and fundraising materials clearly identify the Peculiar Parks Foundation through the Foundation logo or language indicating that proceeds benefit the Foundation.

Members also emphasized the importance of consistent branding. Foundation communications, promotional materials, merchandise, colors, fonts, and logos should remain consistent so the public can clearly identify which organization is responsible for a project or event.

The Foundation, Chamber, Parks and Recreation, and City may continue to support and cross-promote one another while maintaining their individual identities and branding.

End-of-Summer Event and Adult Field Day

The Board discussed joining Parks and Recreation for their end-of-summer event and the possibility of incorporating an Adult Field Day fundraiser as part of the event.

Possible activities included sack races, three-legged races, water balloon tosses, blindfold relays, and other traditional field-day activities.

After reviewing school calendars and Board member availability, the Board tentatively identified Saturday, September 12, 2026, with an afternoon start time.

Raisbeck Park was favored as a possible location because of the available space and parking, although the location was not finalized.

The Board discussed keeping expenses low by using existing supplies and inexpensive materials such as pool noodles, bubbles, and other reusable items.

Board Membership and Officer Positions

The Board discussed adding Jessica Williams and Karin Velez as Directors of the Peculiar Parks Foundation.

Motion: Christal Chapman made a motion to accept Jessica Williams and Karin Velez as Directors of the Peculiar Parks Foundation. Virginia Costanzo seconded the motion. **Motion passed.**

The Board also discussed the upcoming annual meeting and officer positions.

Under the current officer rotation, the President and Secretary positions are elected in even-numbered years, while the Vice President and Treasurer positions are elected in odd-numbered years.

The Foundation is currently without a named President or Vice President. Officer positions will be revisited as part of the upcoming annual meeting. Shannon Wells was asked to consider whether she would like to remain in the Secretary position or consider another officer role.

Next Meeting

The next meeting of the Peculiar Parks Foundation will be:

Monday, August 31, 2026

10:30 AM

**Community Bank – Peculiar
Lower Board Room**

Adjournment

Motion: Christal Chapman made a motion to adjourn the meeting. Virginia Costanzo seconded the motion. **Motion passed.**

The meeting adjourned at **12:03 PM.**

Minutes submitted by:

Shannon Wells

Secretary

Peculiar Parks Foundation