



**Park Friends, Inc. Board of Trustees Annual Meeting**

Tuesday • November 19, 2013 • 4:00 p.m.

Central Community Center

**Agenda**

Report, discuss and take appropriate action, if any, on the following items:

- I. Call to order and roll call
- II. Approval of the Minutes of Aug 20, 2013 meeting
- III. Financial Report ♦ Lynne Smith
  - a. Report on year-to-date financial activity
  - b. Park Friends Audit F/Y 2012/2013
- IV. Discussion Items
  - a) TCF Financial Investment Process – Mike Dodson
- V. New Business

**a) Election of Officers**

Background information *Park Friends By-Laws Article IV. Section 1.* The officers of the Board of Park Friends shall be a Chairman, Vice Chairman, and Secretary/Treasurer. *Section 2.* Election of Officers shall occur at Park Friends annual meeting.

**b) Scheduling of 2014 Park Friends Board Meetings and Annual Meeting**

Background information *Park Friends by-Laws Article V. – Meetings and Quorum*  
Special meeting – Section 1. The Board shall hold a minimum of four regular meetings per year [one per calendar quarter] which shall be scheduled by the Board at the fourth Board meeting held in the immediately preceding year. The Board shall designate one of the meetings in each calendar year as the Annual Meeting for the purpose of electing officers.

**c) Park Friends Federal Tax filing status (Form 990-N)**

Background information: Federal Tax return filing by November 15, 2013.

**d) Park Friends 2014 Calendar of Annual Business Activity**

(Board review and update)

- VI. Park Directors' Reports
  - a. Tulsa County Park Department ♦ Richard Bales
  - b. Tulsa Park & Recreation ♦ Lucy Dolman
- VII. Adjournment