



# CITY OF DORAL PARKS AND POLICE 4 KIDS FOUNDATION BOARD MEETING MINUTES

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Wednesday, February 17<sup>th</sup>, 2021  
6:00 p.m.  
Virtual Meeting

**1. Call to Order / Roll Call of Foundation Members**  
Meeting was called to order at 6:09 p.m.

Elizabeth Canchola, Director	Present
Susie V. Castillo, Director	Present
Fernando Horruitiner, Director	Present
Edgar Martinez, Director	Present
Jodi Steinbauer, Director	Present

Also present were:

Erin Weislow, Parks & Recreation Director  
Noel Feliciano, Police Officer  
Jonathan Lopez, Accountant  
Connie Diaz, City Clerk

**2. Public Comments (Via Email)**

**Public Comments:** Members of the public that wish to provide comments to the Foundation may do so by emailing the City Clerk at [Cityclerk@cityofdoral.com](mailto:Cityclerk@cityofdoral.com). Comments must be submitted with your name and full address by **Tuesday, February 16, 2020** for the members to review them prior to the meeting. Comments may also be submitted after the meeting, and they will be circulated to the Foundation as well as remain as part of the record of the meeting.

There were no comments received during public comments.

**3. Financial Items:**

- A. Bank Reconciliation for October 2020
- B. Bank Reconciliation for November 2020
- C. Bank Reconciliation for December 2020

**D. Bank Reconciliation for January 2021**

**Motion to approve items 3A, 3B and 3C** made by the board. By consensus, motion passes unanimously.

**E. GEMRT 4<sup>th</sup> Quarter Invoice**

**Motion to approve** made by Director Canchola and seconded by Director Steinbauer. By consensus, motion passes unanimously.

**F. GEMRT Annual Financial Statement - Draft**

**Motion to approve** made by Director Castillo and seconded by Director Canchola. By consensus, motion passes unanimously.

**G. GEMRT Proposal and Engagement Letter**

**Motion to approve** made by Director Castillo and seconded by Director Steinbauer. By consensus, motion passes unanimously.

**4. Discussion Items:**

**A. Discussion: Elections**

By consensus, the board nominated Director Castillo as Chair. Director Castillo accepted the nomination.

**B. Discussion: Bank Authorization**

Director Canchola stated that she will contact the bank to edit the authorized signers.

**5. Open Discussion**

By consensus, the board requested that staff draft a thank you letter for Councilwoman Claudia Mariaca for her donation to PP4K.

By consensus, the board requested that staff draft letters to provide to the schools elaborating on the afterschool program in order to gauge interest for the upcoming school year.

By consensus, the board requested business cards and logowear. In order to expedite the payment to the vendors, Chair Castillo will sign the invoices once the items are received.

By consensus, the board requested that staff follow up with former Director Ruiz on the status of the Jersey Mikes fundraiser.

6. **Next Meeting Date:** *(Tentative)* April 6, 2021 at 6:00 pm.

7. **Adjournment** Meeting adjourns at 7:00 p.m.

Respectfully submitted,

  
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Juanita Cruz, Office of the City Clerk

Motion to approve the minutes of the February 17, 2021 Parks and Police 4 Kids Meeting made by Director Canchola and seconded by Director Martinez.

Susie V. Castillo, Chair	Yes
Edgar Martinez, Vice Chair	Yes
Fernando Horruitiner, Treasurer	Yes
Elizabeth Canchola, Director	Yes
Jodi Steinbauer, Director	Yes

APPROVED and ADOPTED this 6<sup>th</sup> of May 2021.

  
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Susie V. Castillo, Chair