

February 15, 2021

Park County Fairgrounds and Parks Board Recommendation for new committee structure from the Governance Committee

Background:

The PCFP board is a volunteer board, advising the Park County Commission on how to best meet the needs of the citizens of Park County through its fairgrounds, county parks and trails.

In 2020 the board had its first annual retreat and created a list of priority projects that it believes are the most needed by the citizens of Park County, which was later approved by the Park County Commission. These projects represent substantial bodies of work in order to provide robust and detailed recommendations that would be truly useful to the County Commission.

In its early days, the board adopted a three-committee structure:

- **Governance** – This committee is responsible for the health and functioning of the board. It recruits new members, conducts orientation, produces board materials including the Governance Calendar, reviews the bylaws, and evaluates the performance of the board itself. This committee, staffed by either the Coordinator &/or the Director, is arguably the most important of the three. It is responsible for ensuring the effectiveness of the current board and for recruiting tomorrow's leaders.
- **External Affairs** – All external issues-including fundraising, public relations, and marketing -- are under the jurisdiction of this committee, which is staffed by the PCFP Coordinator and overseen by the Director.
- **Internal Affairs** – All internal and operational issues-including those related to strategic planning, finance/budget, volunteers, county-owned parks, and facilities including events-are reviewed by this committee which is staffed by the Director.

While this structure has been useful in getting the board up and functioning, it has placed the lion's share of the burden of accomplishing the goals of the board on a single committee: Internal Affairs. This has led the Governance Committee to create this recommendation of a revised committee structure that can better serve the board and ultimately, the Commission.

Concept for new committee structure:

The Governance Committee recommends the following new structure would keep the elements that are currently working well, focus the board on its top priority projects, remove the bottleneck of having responsibility for all projects on a single committee and allows more board members to work on the projects that matter to them most.

- **Governance** – the Governance committee is working well and we recommend it stay as is.
- **External Affairs** – we recommend we keep this committee's purpose the same as above but rename it to: Public Engagement and PR
- **Internal Affairs** – we recommend disbanding this committee. In its place the Board would create up to three or more, as needed, special committees to pursue the highest priority projects.