

## **NORTH MANCHESTER PARK AND RECREATION BOARD**

November 30, 2016

### **MINUTES**

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: President Mel Sautter (20), Tim McLaughlin (16), Jack Vineyard (17) and Maurine Reed (19). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director), Michael Callahan (SPLASH) and Jane Bellinger (SPLASH).

### **CALL TO ORDER**

President Mel Sautter called the meeting to order at 6:00 p.m.

### **VISITOR COMMENTS**

There were none.

### **MINUTES**

Minutes from the October 26, 2016 Regular Meeting were presented for approval. Motion for approval as presented (TM/MR) was passed by a voice vote of members present.

### **UNFINISHED BUSINESS**

#### **Splash Board**

Michael passed out a copy of the letter the SPLASH Board drafted to mail out for end-of-year giving donations to the Pool Endowment Fund. He asked the board for input regarding any changes or corrections that need made. He also mentioned that he and Jane met with Mel a couple weeks ago to try to come up with other ways to raise the endowment. Mel suggested that maybe in the future when we call members to remind them of their membership expiring, we ask them if they are aware of the endowment and ask for a donation. The board gave their support to go ahead with the letter.

### **BUILDING UPDATE**

The Building Update Report was included in the Director's Report. (Copy attached).

### **MAINTENANCE BUILDING UPDATE**

The Maintenance Building Update Report was included in the Director's Report. (Copy attached).

### **MAINTENANCE REPORT**

The Maintenance Report was reviewed. (Copy attached).

### **DIRECTOR REPORT**

The Director Report was reviewed. (Copy attached).

## **TREASURER'S REPORT AND BILL PAYMENTS**

### **Claims and Allowance Docket**

The November Claims and Allowance Docket in the amount of \$41,685.90 was reviewed. Motion to approve the November Claims and Allowance Docket in the amount of \$41,685.90 (JV/TM) was passed by a voice vote of members present.

### **Monthly Park and Recreation Financial Reports**

The November Claims Summary, Utility Comparison Report, October Revenue Report and October P & L were reviewed.

## **NEW BUSINESS**

### **2017 MRA Lease**

Jennifer informed the board that she received the 2017 MRA Lease which needs their signatures. She noted that everything is the same as last year.

### **2017 Meeting Dates**

Jennifer gave the board the 2017 Park Board Meeting dates.

## **COMMENTS AND QUESTIONS**

There were none.

## **ADJOURNMENT**

Meeting was adjourned at 6:28 p.m.

APPROVED \_\_\_\_\_

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Mel Sautter, President

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Tim McLaughlin, Vice President

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Mandy Fierstos, Member

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Maurine Reed, Member

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Jack Vineyard, Member