

NORTH MANCHESTER PARK AND RECREATION BOARD

January 27, 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 Brady Burgess (17), Vice-President Mel Sautter (16) and Maurine Reed (19). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director), Dave Schoeff (Town Manager) and Pat Brown (SiteScapes, Inc.).

CALL TO ORDER

President Brady Burgess called the meeting to order at 6:01 p.m.

VISITOR COMMENTS

There were none.

ELECTION OF OFFICERS

The 2016 Election of Officers will be tabled until the February meeting when all board members can be present. Until then the current officers (President Brady Burgess and Vice-President Mel Sautter) will continue to serve.

OTHER REPRESENTATIVE APPOINTMENTS

The Other Representative Appointments for 2016 will also be tabled until the February meeting and the current representatives will continue to serve until that time.

MINUTES

Minutes from the December 14, 2015 Regular Meeting were presented for approval. Motion for approval as presented (MS/ MR) was passed by a voice vote of members present.

BUILDING UPDATE

The 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 and discussed. (Copy attached).

TREASURER'S REPORT AND BILL PAYMENTS

Claims and Allowance Docket

The January Claims and Allowance Docket in the amount of \$43,494.24 was reviewed. Motion to approve the September Claims and Allowance Docket in the amount of \$43,494.24 (MS/MR) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The January Claims Summary, December Revenue Report, Utility Comparison Report, P & L and December Appropriation Financial Report were reviewed.

UNFINISHED BUSINESS

Maintenance Building Update

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

Master Plan Update

Pat Brown (SiteScapes, Inc.) went over the Master Plan Draft Summary of Review Comments which included requirements and suggestions from IDNR. He asked that board members look it over and direct any questions or comments to Jennifer as soon as possible. He added that Jennifer will be conducting "5-minute drop-in" meetings with local groups (Rotary Club, Scouts, Area 5 Lunch Program, etc.) during February and March to present the Overview of the Master Plan and solicit comments. A Master Plan Overview handout of the Action Plan, Costs, etc. will be prepared and distributed to the Town Manager, Town Council and Town Department heads to solicit any questions and input. The final public meeting to review the draft will be held at the February Park Board meeting. At the March meeting, the Park Board will adopt the 2016-2020 Master Plan. April 15th is the deadline to submit the final Master Plan to IDNR.

NEW BUSINESS

There was no new business to discuss.

COMMENTS AND QUESTIONS

There were none.

ADJOURNMENT

Meeting was adjourned at 6:55 p.m.

APPROVED _____

Brady Burgess, President

Mel Sautter, Vice President

Mandy Fierstos, Member

Maurine Reed, Member

Tim McLaughlin, Member