

NORTH MANCHESTER PARK AND RECREATION BOARD

February 24, 2016

MINUTES

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: Vice-President Mel Sautter (20), Mandy Fierstos (18), Maurine Reed (19) and Jack Vineyard (17). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director) and Dave Schoeff (Town Manager).

CALL TO ORDER

Vice-President Mel Sautter called the meeting to order at 6:01 p.m.

WELCOME NEW BOARD MEMBER

Mel Sautter introduced and welcomed Jack Vineyard to the Park Board. Jack replaces Brady Burgess.

VISITOR COMMENTS

There were none.

2016 ELECTION OF OFFICERS

Mel Sautter opened discussion and asked for nominations for the offices of President and Vice-President. Mandy Fierstos nominated Mel Sautter for President and Tim McLaughlin for Vice-President. Motion for approval of nominations (MF/JV) passed by a voice vote of members present.

OTHER REPRESENTATIVE APPOINTMENTS FOR 2016

Mel Sautter opened discussion and asked for nominations for MRA and Planning Commission Representatives. Mandy Fierstos nominated to appoint Maurine Reed as the MRA Representative and Mel Sautter as Planning Commission Representative. Motion for approval of appointments (MF/JV) passed by a voice vote of members present.

MINUTES

Minutes from the January 27, 2016 Regular Meeting were presented for approval with no additions or corrections and passed by a voice vote of members present.

BUILDING UPDATE

The Building Update Report was included in the Director's Report. (Copy attached). In addition, Jennifer recommended to the board that we give the Preventative Maintenance Contract to Havel. Mel Sautter stated that the board supports the Director in her decision.

MAINTENANCE BUILDING UPDATE

The Maintenance Building Update Report was included in the Director's Report. (Copy attached). In addition, Jennifer informed the board that she recommends going with the lowest quote to run the electric to the new building - Ruppel Electric for \$1,498.

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 February Claims and Allowance Docket in the amount of \$46,831.71 was reviewed. Motion to approve the February Claims and Allowance Docket in the amount of \$46,831.71 (MR/MF) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The February Claims Summary and Utility Comparison Report were reviewed.

UNFINISHED BUSINESS

Master Plan Update

Pat Brown (SiteScapes, Inc.) was not able to attend the meeting tonight due to weather conditions. In his absence, Jennifer informed the board that the final public meeting to review the Master Plan final draft will be held at the March 30th Park Board meeting. At that time, 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

Jack Vineyard mentioned that he is on the FunFest Committee and an idea was mentioned that maybe the Parks & Recreation Department could have a 200th Birthday Party on Wednesday night before FunFest - maybe having punch and cake and then parading to the downtown area and releasing balloons. Jennifer will attend the next FunFest meeting to discuss this possible event.

COMMENTS AND QUESTIONS

There were none.

ADJOURNMENT

Meeting was adjourned at 6:37 p.m.

APPROVED _____

Mel Sautter, President

Tim McLaughlin, Vice President

Mandy Fierstos, Member

Maurine Reed, Member

Jack Vineyard, Member