

NORTH MANCHESTER PARK AND RECREATION BOARD

April 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 Mel Sautter (20), 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

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

VISITOR COMMENTS

There were none.

MINUTES

Minutes from the March 30, 2016 Regular Meeting were presented for approval with no additions or corrections. Motion for approval as presented (JV/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 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 April Claims and Allowance Docket in the amount of \$42,108.11 was reviewed. Motion to approve the February Claims and Allowance Docket in the amount of \$42,108.11 (MR/JV) was passed by a voice vote of members present.

Monthly Park and Recreation Financial Reports

The April Claims Summary, Utility Comparison Report, March Income Summary, Membership Sales and March P & L were reviewed.

UNFINISHED BUSINESS

Master Plan Update

Jennifer informed the board that Pat Brown sent the Master Plan to the IDNR. She received a copy of the letter stating that it was received and accepted. Pat provided Jennifer with 2 copies of the final draft and one copy on disc.

NEW BUSINESS

Area Five Contract

Jennifer informed the board that she received an updated Annual Contract (July 1, 2016 – June 30, 2018) from the Area Five Agency on Aging for the rental of Scout Hall for the Senior Lunch Program. They currently pay us \$150 rental fee per month which is marked as utilities. She will call and ask the contract be changed to a one year contract and report back at the May meeting.

COMMENTS AND QUESTIONS

There were none.

ADJOURNMENT

Meeting was adjourned at 6:26 p.m.

APPROVED _____

Mel Sautter, President

Tim McLaughlin, Vice President

Mandy Fierstos, Member

Maurine Reed, Member

Jack Vineyard, Member