

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

April 30, 2014

### **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), Maurine Reed (15) and Tim McLaughlin (14). Also present were Jennifer Hotchkiss (Director), Linda Miller (Assistant Director), and Renata Robinson (Manchester Main Street/Manchester PATH Group).

### **CALL TO ORDER**

President Brady Burgess called the meeting to order at 6:02 p.m.

### **VISITOR COMMENTS**

There were none.

### **MINUTES**

Minutes from the March 25, 2014 Regular Meeting were presented for approval. Motion for approval as presented (MS/TM) was passed by a voice vote of members present.

### **COMMUNITY TRAIL NETWORK UPDATE**

Renata informed the board that she gave Jennifer a copy of the almost final draft of the Trail Network map and that Manchester Main Street has donated the remaining funds needed to print 10,000 brochures.

### **BUILDING UPDATE/MAINTENANCE REPORT**

The Building Update/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 \$59,372.66 was reviewed. Motion to approve the April Claims and Allowance Docket in the amount of \$59,372.66 (MS/MR) was passed by a voice vote of members present.

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

The April Claims Summary, March Income Summary, Utility Comparison Report, March Membership Sales, March Appropriation Financial Report, March General Ledger, March P & L and March Financial Report by Funds were reviewed. A short discussion followed regarding the number of reports printed off each month. The board would like to receive all financial reports with their e-mail packet, however, for the meeting they only need the Revenue Report, Utility Comparison Report and the P & L.

## **UNFINISHED BUSINESS**

### **Wish List Update**

Jennifer informed the board that the only new item purchased from the Wish List was the camera. After some discussion, it was agreed that this item can now be removed from Unfinished Business and future updates can be covered in Jennifer's Director Report.

### **GIRL SCOUT PROPOSAL UPDATE**

Jennifer received a call from the Girl Scouts and they will be in the Scout Hall painting this weekend, May 2-3.

## **NEW BUSINESS**

There was no new business to report.

## **COMMENTS AND QUESTIONS**

There were none.

## **ADJOURNMENT**

Meeting was adjourned at 7:00 p.m.

APPROVED \_\_\_\_\_

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Brady Burgess, President

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Mel Sautter, Vice President

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Mandy Fierstos, Member

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Maurine Reed, Member

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Tim McLaughlin, Member