

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

August 27, 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), Tim McLaughlin (14) and Maurine Reed (15). Also present were Jennifer Hotchkiss (Director) and Linda Miller (Assistant Director).

### **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 July 30, 2014 Regular Meeting were presented for approval. Motion for approval as presented (MR /BB) 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. (Copy attached).

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

#### **Claims and Allowance Docket**

The August Claims and Allowance Docket in the amount of \$51,279.12 was reviewed. Motion to approve the August Claims and Allowance Docket in the amount of \$51,279.12 (MR/BB) was passed by a voice vote of members present.

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

The July Income Summary, Membership Sales Report, Utility Comparison Report and unreconciled June Income Statement (P & L) were reviewed.

### **UNFINISHED BUSINESS**

#### **Master Plan**

The board reviewed and approved the Request for Proposals for the 2016-2020 Master Plan which Jennifer had drafted and sent to them to review prior to the meeting. Jennifer will introduce it to Town Council at the meeting next week. She will present quotes to Town Council at the November meeting.

### **NEW BUSINESS**

There was no new business to discuss.

North Manchester Park and Recreation Board Meeting  
August 27, 2014  
Page 2

**COMMENTS AND QUESTIONS**

No comments or questions.

**ADJOURNMENT**

Meeting was adjourned at 6:31 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