

**Howell Area Parks & Recreation Authority**

Bennett Recreation Center

Regular Board Meeting Minutes December 15, 2020

**Call to Order**

Chairman Sean Dunleavy called the Virtual meeting to order at 7:00 pm.

**Attendance**

Chairman Sean Dunleavy, Vice Chair Diana Lowe, Secretary Tammy Beal, Treasurer Jean Graham, and Trustee Jeannette Ambrose

**Absent**

None

**Staff**

Director Tim Church, Kyle Tokan, Chris Techentin, Renee Baumgart

**Public**

None

**Pledge of Allegiance**

**Agenda**

Tammy Beal made a motion to move #14 The Executive Director’s Annual Evaluation to the January 19, 2021 meeting, supported by Diana Lowe. **Motion carried 5-0.**

**Approval of Agenda**

Jeannette Ambrose motioned to approve the Agenda, supported by Tammy Beal. **Motion carried 5-0.**

**Approval of Regular Minutes**

Diana Lowe made a motion to approve the November 17, 2020 minutes as presented, supported by Jeannette Ambrose. **Motion carried 5-0.**

**Call to the Public**

None heard.

**Staff Comments**

Renee Baumgart stated that the seniors have been enjoying the programs that have been created for them and congratulations on the Recreation Award, it was well deserved!

**Dog Park Discussion**

Director Church reviewed the expenses and the revenues, he stated the Katherine from the City and Jen go over them every month. Sean Dunleavy, Tim Church, Steve Manor and Jennifer Nash met and discussed this. Mr. Smith will be at a future meeting to do a presentation to our board. Any money that is fund raised should be coming from the Howell & Bark Dog Park Committee.

Jeannette Ambrose made a motion to share the financial information and balance sheet with the Friends of the Howell & Bark Dog Park Committee quarterly and if they have any questions, they should contact HAPRA for the explanation. Supported by Lowe. Roll Call Vote- Graham, Lowe, Ambrose, Beal, Dunleavy-all yes. **Motion carried 5-0.**

Diana Lowe and Jeannette Ambrose would both be willing to represent HAPRA in meeting with the Howell & Bark Dog Park Committee.

Jeannette Ambrose requested that the Balance Sheet for the Dog Park be published in the minutes. They are as follows:



**Check Register and Bank Statements ending November 30, 2020**

Everything looks good.

**Financial Reports ending November 30, 2020**

Everything looks good.

**Directors Report**

* Director Church reported that even though 2020 started out slow, they have been really busy since Thanksgiving. They hosted 2 pick-up meals one being Thanksgiving and the other Christmas, both catered by PJ’s Catering.
* They had 48 participants for Santa’s workshop.
* Bad Santa Trivia has 17 teams so far.
* Snow Globe Santa, they saw 120 cars and received $700 in donations.
* Light up the Park-they sold 1955 tickets at $15 each, they made almost $30K. This coming Monday is first responder’s night, with a badge or proof of being a first responder you will get in free. Tuesday is School professional night with proof of being any kind of school professional you will get in free. Wednesday is community night, with a receipt from a local merchant or restaurant dated Dec. 17- Dec 23 you will get in free. On Christmas Day it is free.
* Preschool will not start in January as planned because the two teachers retired. It will now start in the fall of 2021. They will have time to look for new teachers and get relicensed. Refunds will be going out this week.
* The facility will be closed next week until January 4, 2021.
* Director Church has sent a letter to Ascension to see if they were still interested in sponsoring the new Oceola Center.

**Old Business**

Jeannette Ambrose congratulated the Director and staff for winning the Engagement Award, they did an amazing job this year. She also asked if there was a way that we could link to the ceremony and asked if in the future a description on each agenda item could be written up so that members would know what the discussion would entail.

Diana Lowe announced that she was going to be a Grandma in May, Congratulations Diana!

**New Business**

The Oceola Center is coming right along. The cement for the base of the floor has been poured and needs to cure for 6 weeks before the floor is laid, which will also take 6 weeks. HAPRA was going to pay for the AV Equipment which is $22K but since it was not a good year Sean Dunleavy said he would ask his board to front the money and HAPRA would repay Oceola over 23 months’ time. Money from tournaments should go into a capitol improvement fund for maintenance.

**Next Meeting**

The next regular meeting is scheduled for Tuesday, January 19, 2021 at 7 pm at the Bennett Center.

Motion to adjourn at 8:17 pm by Diana Lowe supported by Jeannette Ambrose. **Motion carried 5-0.**

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Respectfully Submitted by: Tammy L. Beal, Secretary