

(These minutes are not approved until the next Commission meeting.)

City of West Branch Parks & Recreation Commission Meeting
January 15, 2015
West Branch City Council Chambers, 110 North Poplar Street

Parks & Recreation Director, Melissa Russell opened the regular meeting of the Parks & Recreation Commission at 6:30 p.m. welcoming the audience, City Administrator Matt Muckler, Deputy City Clerk Dawn Brandt, and Mayor Mark Worrell. Commission Members Mike Fryauf, Cory Nalan, Angie Miller, Liz Seydel, Becky Hosier, and Shane Staker were present. Absent: Beth Noe.

Approve minutes from the December 18th, 2014 Parks & Recreation Commission Meeting.

Motion by Staker, second by Fryauf. AYES: Staker, Fryauf, Seydel, Miller, Hosier, Nalan. Absent: Noe. Motion carried.

Open Forum

City Administrator Matt Muckler invited the Park and Recreation Commission members to a Board & Commission training on February 24th at 6:00pm at the Brick Arch. Jeff Schott will present information regarding conflict of interest, rules, and regulations for boards and commissions. A buffet dinner will be served. Invitations will be mailed out to all members.

Approve Shane Staker as Chairperson of the Park and Recreation Commission./Move to action.

Russell asked commission members to appoint a Chair Person and a Vice Chair Person. Seydel suggested the same officers as before. Staker agreed to maintain the Chair role and Hosier agreed to the Vice chair role. All members were in agreement.

Motion by Fryauf to approve Shane Staker as Chairperson, second by Miller. AYES: Fryauf, Miller, Nalan, Seydel, Staker, Hosier. Absent: Noe. Motion carried.

Approve Becky Hosier as Vice Chairperson of the Park and Recreation Commission./Move to action.

Motion by Fryauf to approve Becky Hosier as Vice Chairperson, second by Miller. AYES: Fryauf, Miller, Nalan, Staker, Hosier, Seydel. Absent: Noe. Motion carried

Approve Deputy City Clerk Dawn Brandt as Secretary of the Park and Recreation Commission./Move to action.

Motion by Fryauf to approve Deputy City Clerk Dawn Brandt as Secretary of the Park and Recreation Commission, second by Miller. AYES: Fryauf, Miller, Hosier, Nalan, Staker, Seydel. Absent: Noe

Discuss upcoming Easter Egg Hunt.

The Saturday before Easter is April 4th. Russell may be gone that day. Staker would like to have it on April 4th, 2015 at the elementary playground. Noe can stuff the eggs. More plastic eggs will need to be purchased due to the eggs being destroyed in the town hall flood. Hosier will be in charge of the basket raffle.

Discussion of upcoming summer program staffing

\$6000 in the FY16 budget for part time help. Kassie Bailey will return to part time hours in the summer.

Park and Recreation Department is planning to hire someone to manage summer ball program. Minimum hours, no more than ten hours a week. This could be split amongst two people.

There will be two summer day camps this year. The first one will be the end of July the second one possibly the week of August 10 - 14, 2015. This may change once the school sets a start date. Need three paid staff for camp.

Swim lesson dates are Monday - Friday July 6 – 17, 2015. This is a session later than in previous years.

Comments from commission and staff.

Russell presented to council information on January 14, 2015 about the petition for satellite voting needed for the bond vote in November. Signatures are required for the County Auditor.

Staker announced the Main Street West Branch Dessert auction fundraising event will be held on February 7, 2015 at 7:00 p.m. at the Brick Arch.

Adjourn

Motion to adjourn meeting by Nalan, second by Fryauf. Motion carried on a voice vote. Parks and Recreation Commission meeting adjourned at 7:02 p.m.