

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

## **City of West Branch Park & Recreation Commission Meeting**

***March 11, 2015***

***West Branch City Council Chambers, 110 North Poplar Street***

Chairperson, Shane Staker opened the regular meeting of the Park & Recreation Commission at 8:00 p.m. welcoming the audience, Parks & Recreation Director Melissa Russell and Deputy City Clerk Dawn Brandt. Commission Members Cory Nalan, Beth Noe, and Angie Miller were present. Absent: Mike Fryauf, Becky Hosier and Liz Seydel.

### Approve minutes from the February 19, 2015 Park & Recreation Commission Meeting.

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

### Finalize dates for satellite voting./Move to action.

Parks & Recreation Director Russell said the satellite voting has been approved by Kevin Hatfield and the PTO. Three dates are being proposed for the satellite voting: the fall festival at the high school, the high school volleyball game on Thursday, October 1, and the Friday, October 2 football game. Russell will contact the school board and check with the county auditor to make sure these dates will work.

### Director Melissa Russell - Discussion on informational brochure and information distribution.

Russell said Library Director Nick Shimmin will work on the informational brochure and she would like to have it ready in May to distribute in the Friday folders before school is released for summer. Noe suggested giving specific examples of the fundraising campaign in the brochure and handing them out at summer league concession stands. Nalan added that a better explanation on the phasing plan be included in the brochure with an answer on how it will affect property tax rates. Russell proposed that commission members attend community meetings like the Legion, Lions Club, PTO, and school board to give a presentation and answer questions regarding the project. She asked members of the commission to provide a list of groups they could contact for the May commission meeting.

### Director Melissa Russell - Discussion of spring and summer registrations.

Russell announced that spring and summer registrations begin this week. A Park and Recreation calendar is available listing all programs and activities for the months of March through August. Swim lessons have been booked and registration forms are available online. Activities are being planned for the Island Adventures day camp from July 27 – 31. A day camp trip to Shedd Aquarium for children who have completed kindergarten through 5th grade will be open for registrations on April 1st.

No commission meeting will be held in April.

### Adjourn

Motion to adjourn meeting by Nalan, second by Noe. Motion carried on a voice vote. Park and Recreation Commission meeting adjourned at 8:41 p.m.