

# City of Haven

## Recreation Board Meeting

### MINUTES - FINAL

December 14, 2022, at 7:00 p.m.

Haven Community Building

PRESENT: Jonell Bell, Penny Poitras, Ciara Powers, Brandae Tate (Vice Chairperson), Shauna Schoepf-Pearce (Chairperson), Stephanie Pace (Director), Josephine Gonzalez (Treasurer/Secretary), and Christopher Scott (Council Liaison)

ABSENT: Jared Hett, Nicholas Roetzer, and Adrienne Thetford

A. MEETING CALLED TO ORDER:

Meeting called to order at 7:06 p.m.

B. PUBLIC COMMENT:

Shelli Rettig, Haven resident, stated that she wanted to know why the Lutheran Church was on the agenda to be revisited when the minutes reflected that it was voted and approved on in the last meeting. She feels if the board voted on the matter, then they should not revisit it.

C. APPROVE MINUTES:

1. Approve November 9, 2022, Recreation Board Meeting Minutes.

**ACTION:** Member Powers moves to approve November 9, 2022, Recreation Board Meeting Minutes with the corrections showing that Brandae Tate was present on all voting items, with a yes vote.

Motion: Powers

Second: Poitras

**Motion carried unanimously**

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Hett			X
Poitras	X		
Powers	X		
Roetzer			X
Schoepf-Pearce	X		
Tate	X		
Thetford			X

D. FINANCIALS:

1. Approve the monthly financial.

**ACTION:** Member Tate moves to approve the monthly financials with Secretary/Treasurer Gonzalez to follow up with clarification for line item PLI.

Motion: Tate

Second: Powers

**Motion carried unanimously**

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Hett			X
Poitras	X		
Powers	X		
Roetzer			X
Schoepf-Pearce	X		
Tate	X		
Thetford			X

E. BOARD ITEMS

1. Confirm reappointments

Penny Poitras and Jered Hett terms are ending and are not seeking to be reappointed. Adrienne Thetford is being reappointed for another 2-year term starting January 9, 2023. Brandae Tate was already voted and approved for reappointment by City Council.

2. Discuss potential new members

Gonzalez informed the board that although there is no rule that prohibits spouses serving on the same board, the City would not recommend it. Chris Shields appeared in person and showed interest in being a board member. Chris lives in the city of Haven. Three other people, Mikayla Powers, Sarah Wright, and Justine Dalke, none who were present, have told various members they are interested in serving on the board.

Chris Shields was interviewed by the board and Director Pace.

**ACTION:** Member Tate motions to approve Chris Shield's board membership to start in January upon City Council's approval.

Motion: Tate

Second: Powers

**Motion carried unanimously**

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Hett			X
Poitras	X		
Powers	X		
Roetzer			X
Schoepf-Pearce	X		
Tate	X		
Thetford			X

### 3. Revisit St. Paul Lutheran Church Monthly Rental

Chairperson Schoepf-Pearce apologized and stated the issues should not have been handled so quickly. Further discussion with Jackie Wagner, from St. Paul, was done by Secretary/Treasurer Gonzalez and Chairperson Schoepf-Pearce. Jackie Wagner from St. Paul had told Gonzalez and Schoepf-Pearce the gym would be able to be used 8 – 10 times a month. Gonzalez stated this was different than the 10 – 14 events that were presented at the previous meeting. Gonzalez also pointed out that this also did not include the lighthouse being rented. To rent the lighthouse for bingo would still be another \$100 for each use.

Gonzalez informed the board that Cornhole was not canceled because of the revisiting of using St. Paul, it was because it was only a 6-week league and six weeks had been completed and another 6 weeks had not been voted on.

Chairperson Schoepf-Pearce discussed with board members about the usage of USD 312 facilities and the meeting that was held between Superintendent Idacavage, Chairperson Schoepf-Pearce, and Secretary/Treasurer Gonzalez. A Memorandum of Understanding is to be drawn up between the City of Haven Recreation Department and USD 312 and a meeting to come to an agreement will be held.

Director Pace said she will try to have another meeting with Jackie Wagner from St. Paul for more clarification on details.

**ACTION:** Chairperson Schoepf-Pearce motions to table lighthouse and gym usage with St. Paul Lutheran Church and move forward with MOU between the Recreation Department and Haven United School District 312.

Motion: Schoepf-Pearce

Second: Bell

**Motion carried unanimously**

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Hett			X
Poitras	X		
Powers	X		
Roetzer			X
Schoepf-Pearce	X		
Tate	X		
Thetford			X

4. Financial bags to be used for all cash events.

Secretary/Treasurer Gonzalez went through policy and procedure when handling cash events.

5. Valentine's Dance

Director Pace discussed details of dance. Dance will be held in Haven Grade School lunchroom on February 11, 2023, from 6:30 – 8:30 at \$30 per couple and \$10 for each additional child. Pace informed board that volunteers are needed for set-up and tear down. Chairperson Schoepf-Pearce would like to have details on how many volunteers and what jobs need done at next meeting.

6. Paint Night

The original instructor that was planned to be used for paint night is not available, Pace stated the event could be canceled or she could instruct a pour paint class. Other options of people to instruct the class was discussed.

**ACTION:** Chairperson Schoepf-Pearce motions to table paint night for further discussion.

Motion: Schoepf-Pearce

Second: Powers

**Motion carried unanimously**

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Hett			X
Poitras	X		
Powers	X		
Roetzer			X
Schoepf-Pearce	X		
Tate	X		
Thetford			X

- F. Director Updates
1. The Haven Grade Gym had all keys disabled because of the number of keys that are floating around. Pace advised for any board member with a gym key to check if they have access.
- G. Board Member Concerns
1. Member Bell concerned the need for reversable jerseys needed for basketball instead of t-shirts.
- H. CALENDAR:
- Next meeting will be January 11, 2023, at 7:00 p.m.
- I. ADJOURNMENT
- Meeting was adjourned at 8:44 p.m.