

City of Haven
Recreation Board Meeting
AGENDA
December 14, 2022, at 7:00 p.m.
Haven Community Building

A. CALL TO ORDER

B. PUBLIC COMMENT

C. APPROVE MINUTES

D. FINANCIALS

File sent from City Clerk, Leslie Atherton

E. AGENDA ITEMS

1. Need to confirm reappointments of Penny Poitras & Adrienne Thetford
2. Discuss new appointments
 - a. Currently 3 available Haven spots. Members were to reach out to at least 1 person to fill positions and report at meeting
3. Revisit St. Paul Lutheran Church Monthly Rental
 - a. Lighthouse and Gym
 - i. Bingo/Volleyball/basketball/cornhole/open gym time – Clarification on price, what can be used and when
4. Discuss new policy for money collection & deposit
5. Valentine's Dance
 - a. Preparation, theme, price, and volunteers
6. Paint Night
 - a. Pour painting – instructor not available, Director Pace to lead
 - b. Cost

F. REC DIRECTOR UPDATES

G. BOARD MEMBERS CONCERNS

H. CALENDAR:

1. Next meeting is at 7:00 p.m. Wednesday, January 11, 2023

I. ADJOURNMENT

City of Haven

Recreation Board Meeting

MINUTES - DRAFT

November 9, 2022, at 7:00 p.m.

Haven Community Building

PRESENT: Penny Poitras, Nicholas Roetzer, 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, Ariel Fleming, Jonell Bell, and Adrienne Thetford

A. MEETING CALLED TO ORDER:

Meeting called to order at 7:08 p.m.

B. PUBLIC COMMENT:

No public comment made.

C. APPROVE MINUTES:

1. Approve October 12, 2022, Recreation Board Meeting Minutes.

ACTION: Member Poitras moves to approve the October 12, 2022, minutes of Haven Recreation Board Meeting.

Motion: Poitras

Second: Tate

Motion carried unanimously 5-0

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell			X
Fleming			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 Powers moves to approve the monthly financials.

Motion: Powers

Second: Schoepf-Pearce

Motion carried unanimously

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

E. BOARD ITEMS

1. Review and Approve Updated Calendar Pay Rate Spreadsheet.

Chairperson Schoepf-Pearce discussed handout and current/future rates.

Haven Recreation Pay Rates (as of 11/9/2022)		
Activity	Officials Needed Per Game	Rate Per Game - Per Official
T-Ball	2	\$15.00
Coach Pitch Grades 1-2	2	\$20.00
Kid Pitch Grades 3-4	2	\$25.00
Kid Pitch Grades 5 - 8	2	\$50.00
Football	2	\$20.00
Football Score/Timekeeper	1	\$10.00
Volleyball	1	\$20.00
Volleyball Score/Timekeeper	1	\$10.00
Basketball	2	\$20.00
Basketball Score Keeper	1	\$10.00
Basketball Time Keeper	1	\$10.00
Miscellaneous Pay Rates		
Hired Event Help	Hourly Rate	\$10.50
Camp Teacher/Coach	(Income - Expense) X 50% = Pay Rate	
Field Prep	Hired by City of Haven	
Baseball/Softball Lessons	4 lessons	\$20.00 per lesson*
*\$95.00 for 4 lessons = \$80 to coach, \$15 to Haven Rec		

ACTION: Member Tate motions to accept pay rates as agreed.

Motion: Tate

Second: Powers

Motion carried unanimously

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

2. Review and Approve Updated Program Rate Spreadsheet.

Board revisited the increase of program rates. Schoepf-Pearce went over handout showing an increase in almost all programs.

Haven Recreation 2023 Activity Fee Rates			
Event	Registration Fee	Fee Includes	Games
Baseball	\$40.00	Shirt	6
Softball	\$40.00	Shirt	6
T-Ball	\$40.00	Shirt	6
Volleyball	\$40.00	Shirt	6-8
Football	\$40.00	Shirt	6
Basketball	\$40.00	Shirt	6
Cheer	\$45.00	Shirt and Poms	6
Fishing Camp	\$10.00		
Cornhole	\$15.00	Winnings	
Color Run Sponsorship	\$50.00	Advertisement at event	
Color Run K-6th grade	\$15.00		
Color Run 7th - Adult	\$25.00		
Tennis Camp	\$35.00	Shirt	

ACTION: Member Powers motions to accept event and sport fees as agreed starting in 2023.

Motion: Powers

Second: Tate

Motion carried unanimously

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

3. Roles and Vote coming in January

Schoepf-Pearce discussed 4 position terms are ending and there are still 2 available. Every board member is to reach out or ask a fellow community member about interest in joining board before next meeting. Discussion about attendance and how it is required by all board members, unless there is a valid excuse for missing, was reiterated by Chairperson Schoepf-Pearce. Member Fleming has not attended a meeting since joining the board. Director Pace told board that she has talked to Fleming, and she would understand if she was not on the board anymore.

ACTION: Chairperson Schoepf-Pearce motions to remove member Ariel Fleming from the Haven Recreation Board due to lack of attendance.

Motion: Schoepf-Pearce

Second: Tate

Motion carried unanimously

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

Resident, Gavin Tate, has discussed interest with Director Pace and Vice-Chairperson Tate on joining the board. Gavin Tate is the spouse of Vice-Chairperson, Brandae Tate. Secretary/Treasurer Gonzalez will inquire with City Hall if spouses are allowed to be on a board together.

If any person would like to be considered for the Chairperson position, they must inform Chairperson Schoepf-Pearce before January.

4. Review itemized request for 2022 funds to be spent

Handout with list and costs was distributed to all members. The most expensive item would be the volleyball system that would be stored at the Haven Grade School gym. Board would like to speak with the Haven PTO about splitting the cost.

Football flags, volleyballs, and softballs on the list can be removed because these items are already purchased, on-hand, or budgeted to be purchased. Pitching mats can be removed due to lack of usage from the recreation.

ACTION: Chairperson Schoepf-Pearce motions to move 2022 excess revenue to 2023 for the purchase of a volleyball net system, volleyball carts, pom poms, and additional cornhole boards.

Motion: Schoepf-Pearce

Second: Powers

Motion carried unanimously

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

5. Valentine's Dance

Director Pace discusses the fees will be the same as last year, \$30 per couple and \$10 for each additional child. Flyers will be sent out twice at school, once after Thanksgiving, but before Christmas break and again in January.

6. Adult Volleyball

Interest for adult volleyball was shown on Facebook when the community was asked if they would participate if offered. Director Pace said the league would be co-ed and each team must have 3 female players, the season would run for 6 weeks starting in January, entry fee would be \$100 per team.

ACTION: Vice-Chairperson Tate motions to have an adult volleyball league offered for 6 weeks at \$100 per team starting in January, with every team required to have 3 females.

Motion: Tate

Second: Powers

Motion carried unanimously

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

7. Adult Basketball

Director Pace says there is a group of men that meet at the St. Paul Lutheran Church gym on Sundays to play pick-up games of basketball. They have reached out to Director Pace and indicated they would like Haven Rec to promote this and have it more organized. Director Pace suggested \$3 per person to come play on Sunday afternoons.

ACTION: Member Roetzer motions to have an adult basketball offered on Sundays at St. Paul Lutheran Church at \$3 per person.

Motion: Roetzer

Second: Tate

Motion carried unanimously

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

8. Church Usage

Director Pace presented to the board St. Paul Lutheran Church would allow for the recreation department to use the church for 10-14 events for \$125. Pace indicated this would be on a month-to-month contract and if the recreation department did not use the facility, then there would be no charge for the month.

ACTION: Member Powers motions to allow a month-to-month contract with St. Paul Lutheran Church for the use of its facility at \$125 a month to hold 10-14 events.

Motion: Powers

Second: Tate

Motion carried unanimously

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

F. CALENDAR:
Next meeting will be December 14, 2022

G. ADJOURNMENT
Meeting was adjourned at 7:48 p.m.