

**City of Haven
Recreation Board Meeting
MINUTES**

May 10, 2023, at 6:30 p.m.
Haven Community Building

PRESENT: Jonell Bell, Justine Dalke, Nicholas Roetzer, Adrienne Thetford, Sarah Wright, Brandae Tate (Vice Chairperson), Shauna Schoepf-Pearce (Chairperson), Josephine Gonzalez (Treasurer/Secretary) Stephanie Pace (Director), and Christopher Scott (Council Liaison), Adam Wright (Mayor)

ABSENT: Chris Shields

A. MEETING CALLED TO ORDER:
Meeting called to order at 6:30 p.m.

B. PUBLIC COMMENT:
none

C. APPROVE MINUTES:
1. Approve April 12, 2023, Recreation Board Meeting Minutes.

ACTION: Member Tate motions to approve April 12, 2023, Recreation Board Meeting Minutes.

Motion: Tate

Second: Dalke

Motion carried unanimously

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Dalke	X		
Roetzer	X		
Schoepf-Pearce	X		
Shields			X
Tate	X		
Thetford	X		
Wright	X		

D. FINANCIALS:
1. Approve the monthly financial.

ACTION: Member Dalke moves to approve the monthly financials.

Motion: Dalke

Second: Bell

Motion carried unanimously

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Dalke	X		
Roetzer	X		
Schoepf-Pearce	X		
Shields			X
Tate	X		
Thetford	X		
Wright	X		

E. BOARD ITEMS

1. Budget for 2024

The board reviewed the drafted budget. Members asked about line items for clarification. Member Bell asked where the amount of \$16 was figured from, and the figure may be reflecting an average. Member Roetzer wondered if the rec equipment line should be used to update equipment. Chairperson Schoepf-Pearce reminded the board a priority was to upgrade. Member Roetzer inquired about line item “New Program Development”. Chairperson Schoepf-Pearce explained that line item is for new activities and ideas. Member Roetzer asked about the golf line items. Chairperson Schoepf-Pearce explained that there are 2-line items, one for golf lessons and one for a golf tournament. Member Bell expressed concern that more registrants paying online will increase the amount needed for the budget line. Credit card transactions will be better tracked to ensure the budget reflects the proper amount in coming years.

ACTION: Member Thetford motions to approve the 2024 budget.

Motion: Thetford

Second: Bell

Motion carried unanimously

<u>Member</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Bell	X		
Dalke	X		
Roetzer	X		
Schoepf-Pearce	X		
Shields			X

Tate	X		
Thetford	X		
Wright	X		

2. Executive Session

Tate motioned “I move that the board recess into executive session in order to discuss Director & Secretary Performance, the open meeting to resume at 7:10 p.m.”

The session was extended 20 minutes to resume at 7:30. The session was extended another 5 minutes to resume at 7:35.

The session resumed at 7:35 p.m. with no binding action.

3. Golf Tournament

Chairperson Schoepf-Pearce asked Director Pace where the plans for a golf tournament are. Director Pace said that last year’s tournament went well but the Haven Golf Club seems to have some mistrust. These concerns were conveyed to Director Pace through Golf Club member Chestnut. Chestnut was not happy with the time it took to get payment to them. Director Pace also explained to the board that the glow golf was difficult because people had issues seeing where they were going and losing their things. Vice-Chairperson Tate expressed she would like to pursue another tournament. The board discussed Director Pace contacting the Haven Golf Club and going to one of their meetings with a Rec Board member. Member Bell volunteered to attend the meeting with Director Pace. If the Haven Golf Club does not have a meeting, then we will invite them to come to the Rec Board meeting.

ACTION: No action taken

Motion: Thetford

Second: Dalke

Motion carried unanimously

Member	YES	NO	ABSENT
Bell	X		
Dalke	X		
Roetzer	X		
Schoepf-Pearce	X		
Shields			X
Tate	X		
Thetford	X		
Wright	X		

4. Summer Kickoff

The summer kickoff parade will take place at the high school from the parking lot to the softball field. Member Bell has made a flyer regarding the parade. Director Pace will ask the school for permission to use the microphone. The photographer will take team and individual pictures after the parade.

5. Art Camp, Cooking Camp, and Bingo

Director Pace talked about the Art Camp. It will be 2 sessions, one in the morning and one in the afternoon from July 11 – 14, the elementary school teacher will be the one who is running.

Director Pace would like to do a cooking class. Holly Thomas was recommended by Member Thetford and Member Bell as the instructor. Director Pace would like to have 2 time slots available offered, for ages 6 and up, use the Home Economics room at Haven High School, the week of July 17, 2023. Member Tate recommended Molly Phillips as instructor and Member Dalke recommended Sharon Green.

Chairperson Schoepf – Pearce expressed how bingo needed to be scheduled sooner than later. June 17 at 6:30 in the Haven High School lunch room

ACTION: Member Dalke motioned to approve all the dates for art camp, cooking camp, and bingo.

Motion: Dalke

Second: Wright

Motion carried unanimously

Member	YES	NO	ABSENT
Bell	X		
Dalke	X		
Roetzer	X		
Schoepf-Pearce	X		
Shields			X
Tate	X		
Thetford	X		
Wright	X		

F. RECREATION DIRECTOR UPDATES

1. Director informed the board that 4 different families have reached out to her since registration has closed asking to be able to still register their children. Director Pace wanted to know if the board would still accept registrants.

ACTION: Member Roetzer motions to allow late registration for a \$15 late fee.

Motion: Roetzer

Second: Tate

Motion carried unanimously

Member	YES	NO	ABSENT
Bell	X		
Dalke	X		
Roetzer	X		
Schoepf-Pearce	X		
Shields			X
Tate	X		
Thetford	X		
Wright	X		

Director Pace will contact the four (4) families to let them know their option.

2. The board shirts are not done yet and Director Pace did not have a total of the cost.
3. Director Pace informed the board of an incident that happened at the Haven High scholarship ceremony and how she will handle it. Director Pace accidentally announced the wrong name but will pay for the 3rd scholarship herself. Mayor Wright said he would cover the 3rd scholarship through his mayor pay.

G. BOARD MEMBER CONCERNS

Member Tate and Member Bell informed the board that there have been some parents contacting them about not wanting their kids on certain coach's team. The issues have all resolved themselves.

H. CALENDAR

Next meeting will be June 14, 2023, at 6:30 p.m.

I. ADJOURNMENT