

## March 7, 2011 Leo-Cedarville Park Board Meeting

In attendance: Cindy Kimm, Mark Hamilton, Marggie Faley Guests: Melissa Moore, Tom Kurtz

Guests: Melissa Moore presented her request to donate to Riverside Gardens, a memorial to a friend upon his death in 2010. Board discussed ideas for this donation. Melissa will return to a future meeting with details of her request.

Tom Kurtz presented recommendations for Imagination Station inspection and maintenance. He presented a list of tasks for attention in 2011 and noted he would be involved in ongoing maintenance. Board will meet with Tom for a Walk through of Imagination Station this spring.

Budget: vouchers were reviewed. End of 2010 year report was reviewed along with expense and revenue sheets.

Maintenance Report : Photocell repaired at Grand Pavilion by LSI. Insect spraying completed along foundation of Restrooms and at all pavilions interior edges. It is recommended to complete a monthly spraying during active insect season. Maintenance is checking on yellow parking lot bolster at L-C Park. Flagpole light needs a couple of weeks to repair, spare parts ordered.

### Buildings & Grounds: Riverside Gardens

Marggie will meet with Davey Resource Group to review and make suggestions about the design for the wet/mesic area at Riverside Gardens.

Upon further investigation into rolling lawns, the Board has decided to follow research based protocols and not proceed with rolling the lawn at RSG. Board agrees to compost and aerate the area this spring.

### L-C Park

Bathrooms will be opened on April 1, 2011. Custodian has completed kitchen and floor as annual cleaning which will be complete in the next weeks.

### Policies and Resolutions

Park ordinance final vote tabled by Town Council until March 14 meeting. Board will move forward with interviews for groundskeeper this month. Applications accepted through March 15. Board will review applications at March 21 meeting and schedule interviews afterward.

### Committees & Events

Marggie has Farmers' Market meeting scheduled for March 23. Several vendors are already inquiring about the 2011 Farmers' Market. Mark is working on the design for the sandwich board to be an addition to advertising at the farmers' market.

### Miscellaneous

Board reviewed ongoing work on Standard Operating Procedures. Board began to compare model print outs of procedure with existing SOP's.

Board set dates for walk through and task list development. Cindy is working on re-design for sign on top of lighted rental sign.

Cindy is preparing an Parks Annual Report including a status of the parks document.

Next meeting items (March 21, 2011): Standard Operating Procedures; Groundskeeper applications; Davey Resource proposal.

Marggie Faley, Secretary