

March 3, 2008 Leo-Cedarville Park Board Meeting

In attendance: Cindy Kimm, Deana Wright, Tom Kurtz, Marggie Faley. Guests: Peg Garton, L-C Maintenance Supervisor; Pam Spannuth L-C Clerk Treasurer.

The meeting was called to order at 1:00PM by President Cindy Kimm.

Previous meetings minutes were distributed. February 27 Park Board meeting and February 28 meeting with contractors for Riverside Gardens Grand Gazebo were distributed. Meetings minutes were amended and approved. Park Board meeting amended minutes will be sent to Leo-Cedarville Clerk-Treasurer.

Budget:

Pam Spannuth, Leo-Cedarville Clerk Treasurer distributed and discussed copies of the current month and year budget and appropriations for the Park Board. Discussion followed about how the Leo-Cedarville Park Board needs to obtain a letter re-affirming the Town Council's commitment to funding the Grand Gazebo via the \$85,000 General Fund appropriation allocated by the previous Council. Cindy Kimm will submit a letter to the Town Council requesting this affirmation. Pam discussed expenditures for maintenance of Leo-Cedarville Park and Riverside Gardens.

Leo-Cedarville Park:

Leo-Cedarville Park pavilion suffered flooding on February 27, 2008. Peg and Cindy discussed how the flooding was resolved. Follow up will be in 6 months (September 1, 2008) to recheck the facility for any long-term water damage.

Leo-Cedarville Park Pavilion dispersal of keys to utility doors and who would hold them. Keys will go to Park Board President; the 2 maintenance department employees and to the Town Hall.

The front door of Leo-Cedarville Pavilion is in need of attention and possible replacement.

Maintenance Report

Peg Garton shared about the distributed copies of the schedule of maintenance for parks. Cindy Kimm proposed P&T Mechanics continue previous yearly schedule of maintenance on air conditioning and heating. Proposal passed unanimously.

Peg Garton discussed previous schedule for spring and fall cleaning of Leo-Cedarville Pavilion and Cindy Kimm proposed to continue this top to bottom cleaning schedule. Proposal passed unanimously.

Tom Kurtz proposed one (1) timed security light installed at Leo-Cedarville pavilion. Peg Garton will investigate feasibility for security lighting at Leo-Cedarville Park Pavilion. Peg Garton was advised by the Park Board that she will continue to make day to day decisions about maintenance issues for the parks. She will report regularly to the Park Board on park maintenance. She will seek approval from the Park Board for expenditures that entail any changes and tasks over and above day to day.

Peg Garton and Deana Wright will work together on the Leo-Cedarville Park Clean Up Day April 19, 2008 (Rain Date April 26, 2008).

Tom Kurtz will investigate Imagination Station issues. He will explore additions, upgrades, servicing and maintenance of the structures. Tom Kurtz will explore Vision and Mission statements for Imagination Station. He will review the Leathers Inc. report for their recommendations.

Park Board Committees and Sub-committees

Initial discussion began on subcommittees for the Leo-Cedarville Park Board.

Committees will be developed and volunteers solicited for subcommittees. Members discussed ways to motivate the community to volunteer.

The Volunteer Listing Manual will be held by Vice President, Deana Wright. Volunteer listing will be developed for activities and sub committees for Leo-Cedarville and Riverside Gardens projects. Specific discussion regarding sub committees was tabled until next meeting.

Handouts

Cindy Kimm prepared handouts for the members. Included were contracts, lease agreements, licensing agreements; IPRA materials and Riverside Gardens contractors materials including Recreation Unlimited Inc. proposal for Grand Gazebo.

IPRA materials were discussed as they will assist the Leo-Cedarville Park Board in developing their Master Plan. Board members shared their personal vision and mission statements for Leo-Cedarville Park Board.

Next meeting will be March 17, 2008. Agenda will include vision and mission statements; sub committees needs; Grand Gazebo utilities.

Meeting was adjourned at 3:02PM.