

EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT

BOARD MEETING MINUTES

OCTOBER 23, 2018

THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON NOV 27, 2018

The Excelsior Springs Parks and Recreation Board meeting held October 23, 2018 was called to order by President Reggie St. John at 1803 hours.

Roll call was taken with six board members present.

MEMBERS PRESENT: President – Reggie St. John; Secretary – Zac Wilkins; Treasurer - Sherri Branson-Hurt; Patrick Halfhill; Susan McAuliffe; Jake Simmons
Christy Marker arrived at 1805 hours. Don Ledford arrived at 1812 hours.

MEMBERS ABSENT: Scott Smith

STAFF PRESENT: Nate Williams – Director; Chad Clevenger – Parks Superintendent; Janet Morehead – Administrative Assistant

Patrick Halfhill made the motion to approve the agenda as presented. Susan McAuliffe seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Patrick Halfhill, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Sherri Branson-Hurt made the motion to approve the minutes of the September 18, 2018 Parks and Recreation Board meeting as written. Patrick Halfhill seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Sherri Branson-Hurt, Patrick Halfhill, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Christy Marker arrived at 1805 hours.

The Financial Report was discussed. Various questions were asked and answered.

Don Ledford arrived at 1812 hours.

Patrick Halfhill made the motion to accept the Financial Report and FY 2017-2018 Budget Report dated September 30, 2018 and prepared October 5, 2018 as presented.

Susan McAuliffe seconded the motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 8 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

STAFF REPORT

Nate Williams shared designs that could be made in limited editions of t-shirts and hats – having staff wear them and being sold to the general public.

Reggie St. John asked about the pressure washer. Parks and Recreation has the only one with hot water.

The Pups and Pumpkins 5-K went well. There were 35 runners, 16 dogs and over 130 legs!! Lots of positive comments!

COMMITTEE REPORTS - none

OLD BUSINESS

Nate Williams shared some pictures of the dog park on his laptop. He has started working on plans for the grand opening of the dog park. Suggestions from the board included free raffles – i.e. treats for a year, adoption fees, etc; giveaways – treats, bones, shirts, etc.

Chad Clevenger gave a report on his trip to the National Recreation and Parks Association Conference. He attended mostly maintenance sessions including: Going Off Leash: Planning, Designing and Maintaining Outstanding Dog Parks – we are on track with ours – suggested posting signage noting that dog park will be closed after heavy rains, closed for turf repair, etc. so that people are aware of possible closures; Your Team is Not as Messed Up as You Think – stages of team development; probably the best one he attended was Keeping It Safe: Designing a Safe Splash Park – signage needed, showers, lightning detection, rain diverters – as to not dilute the chemicals, water fountain so that the kids do not drink from the fountains; Partnering for Pollinators – prairie plantings within cities; Getting People to Value Your Parks and Use Them More – What Really Matters; I Spy Excellent Service: A Customer Service Codebook – trying to make a customer happy after giving them your best, yet they are not satisfied is not productive. We will miss you but this is what we have to do.

Chad thanked the Board for allowing him to go attend the NRPA Conference.

Nate Williams highlighted one of the speakers that he listened to. Neelay Bhatt is a dynamic speaker and spoke on “Predicting Trends in an Unpredictable Future” in Parks and Rec. Seventy percent of participants buy for the experience and not for the product; customer experience; quality versus quantity. Be the force for change or be forced to change.

NRPA Conference will be in Baltimore, Maryland next year.

NEW BUSINESS

Nate Williams would like the Parks and Recreation Board to appoint Greg Haught to the Excelsior Springs Parks and Recreation Foundation Board.

Susan McAuliffe made the motion to appoint Greg Haught to the Excelsior Springs Parks and Recreation Foundation Board. Christy Marker seconded the motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 8 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

After discussion, Patrick Halfhill made the motion to approve the secure disposition of the following: one cubic foot of copies of invoices from FY 2014-2015; one cubic foot of copies of time and attendance records from FY 2011- 2015; and 1 ½ cubic feet of youth and adult participant registration and attendance records of FY 2014-2015; FY 2014-2015 daily cash reports and facility reservations; and FY 2012-20103 fuel logs.

Don Ledford seconded the motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 8 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

The Internship Manual was discussed. Questions were asked and answered.

Nate Williams was contacted by Alexandria Barns regarding an Internship with the Excelsior Springs Parks and Recreation Department and the Community Center this summer. Nate interviewed her and talked with her professors at Northwest State University. Nate offered her the internship. Alexandria Barns will be interning with us the summer of 2019.

The new truck should be delivered in mid-November.

With the purchase of the new truck which is a four door crew cab, Nate Williams had some concerns about hauling volunteers, sales representatives, etc. Discussion was held.

Consensus of the Board was for Nate Williams to use his judgement when hauling people around.

Nate Williams shared website statistics from the past two months with the Board. Website visits are on the rise. Nate strives to improve the ease of using the website.

OPEN DISCUSSION

Nate Williams wanted the Board to know that his wife has launched her photography business, Jade Williams Photography.

Discussion was held. Youth coaches choose their own photographers for their team pictures. Jade Williams will be treated as any other photographer.

Patrick Halfhill made the motion to adjourn the meeting. Susan McAuliffe seconded the motion, motion passed, 8 – 0. A show of hands vote was taken: Ayes – 8 – Sherri Branson-Hurt, Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

The October 23, 2018 Excelsior Springs Parks and Recreation Board meeting adjourned at 1915 hours.