

# Ely Park and Recreation Commission

## Regular Meeting Minutes

**Date:** Tuesday December 11<sup>th</sup>, 2018

**Time and Location:** 6:30pm Ely City Park

1. Roll Call – meeting began at 6:35pm. Those in attendance were: Stephanie Mai, Tom Reed, Marilyn Grover, Mike Houlihan, Sara Healy, Nick Steggal and Callie O’Brien. Non-members in attendance: Lisa Horrigan and Jon Ryk.
2. Approval of:
  - a. Agenda for 12/11/2018
3. Business
  - a. Parks & Recreation Committee Expectations – Park Board members reviewed an updated version of the Expectation form that all current and new members will be asked to review and sign. The final draft was approved by Park Board members and will be presented to the City Administrator for review before current members will sign at the January meeting. The purpose of this document is to outline the mission and goals of the Ely Parks and Recreation Board, give clear expectations of how many meetings Board Members should be able to attend, when meetings are held and details about the significance of Fall Fest.
  - b. Baseball Cheer Gear – The Recreation Coordinator presented the Park Board with different options for parent and family cheer gear designs. Two different t-shirt styles were chosen. The cheer gear will be available to order by baseball families as they register for the 2019 season.
  - c. Park Board Applicants – Jon Ryk and Lisa Horrigan submitted applications for the open seat on the Park Board. Both applicants joined to meeting for a quick interview. The Board will vote on an applicant before the January meeting.
  - d. Memorial Brick Update – The Park Board decided to wait on the memorial brick fundraiser at this moment. The project will be reviewed again in the coming months.
  - e. Budget Worksheets – After the Board was presented with answers to questions from the previous meeting, most of the final line items on the Park and Recreation budget were completed. A special meeting may be held before January to finalize what will be presented to Council.
4. Adjourn – the meeting officially ended at 7:50pm.
  1. Date for next meeting – January 15<sup>th</sup>, 2018 @ 6:30pm