

Parks Board Meeting Minutes

December 4, 2013

Board Members Present: Lauren Ammar, Doug Barrett, Jim Bennink, Kathleen Hoyle, Jennifer Molner, Roger Smith, Susan Williams, Jan Whitcomb

Board Members Excused: Tim Earl, Charles Thomas

Staff Present: William Deming

The meeting was called to order by Chairwoman Susan Williams at 6:31 p.m. at the Stuart Manor.

APPROVAL OF PREVIOUS MINUTES: Minutes of the November, 2013 meeting were reviewed. Doug Barrett motioned for approval of the minutes, Roger Smith seconded the motion. The Board approved the minutes.

New Business

- A. Election of Officers:** Susan Williams, Chairwoman; Jim Bennink, Vice Chair; Jan Whitcomb, Secretary; Jennifer Molner, Secondary Secretary.
- B. Recycled Art in the Park:** Kathleen Hoyle presented the Recycled Art in the Park update. Grant applications will be sent to the Irving Gilmore Foundation, the Fetzer Foundation and several others. Jim Bennink will start contacting area schools. The first 2014 application has been received.
- C. Friends of Park Update:** Ms. Hoyle was notified we did not receive the Irving S. Gilmore grant for the website. There are still additional grant applications for which we are waiting responses.
- Discussion of the website set up costs. Kathleen estimates it may cost between \$3,000 to \$5,000 for set up with additional yearly fees of around \$900. It is hoped we could obtain at least three business sponsors to donate a minimum of \$1,000 each. Susan Williams motioned to set an additional meeting for Monday, January 6, 2014 to develop a list, before the next regular Board meeting. Doug Barrett seconded the motion. The motion was approved.
- D. Event Coordination for 2014:** Ms. Hoyle handed out the list of areas where we need coordinators. The need to explore additional avenues of communication through Facebook and Twitter was discussed. Lauren Ammar will request an article appear in the Portage Central High School newspaper.
- Recycle Art in the Park: Jim Bennick, Kathleen Hoyle, Jennifer Molner
 - Fishing Fair: Susan Williams, Jim Bennick
 - Traditional Tree Lighting: Jan Whitcomb
 - Get Active Portage Wellness Fair: Still need volunteers
- E. Traditional Holiday:** Volunteers to help with the milk and cookies – Jim Bennick, Tim Earl, Jennifer Molner, Roger Smith, Susan Williams and Jan Whitcomb.
- F. Summary of Activities:** Bill Deming reported the Millennium Ice Rink will open December 12.

Comments from the Board:

Jennifer Molner: Glad to be on the Board

Roger Smith: Looking forward to the Traditional Tree Lighting

Lauren Ammar: Looking forward to getting information out on Twitter and the school newspaper

Adjournment: Adjournment motion was made by Doug Barrett, second by Roger Smith. Meeting adjourned at 7:48 pm.

Respectfully submitted,

Jan Whitcomb