

Approved - Jackson Parks & Recreation Committee Meeting Minutes

Wednesday, October 18, 2017 – 6:00pm

Jackson Area Community Center
N165 W20330 Hickory Lane
Jackson, WI 53037

1. Call for Order and Roll Call

Doug Alfke Called the meeting to order at 6:25pm. The Friends preceded the Park & Rec. Committee to ensure a quorum.

Members Present: Doug Alfke, Casey Latz, John Bales, Renee Kreiter, Laurie McGraw

Staff Present: Kelly Valentino and Renee Fisher

Excused: Bill Haese, Aaron Daul (Sue Rank – Secretary)

2. Approval of Minutes – May 17, 2017 and September 20, 2017

A motion was made by John Bales to approve both sets of minutes and a Second was made by Renee Kreiter. Vote: 5 ayes, 0 nays. The minutes were approved.

3. Budget – Distribute Monthly Report & Stat Pack

Kelly distributed the materials and went over the monthly reports. In addition, Kelly went over the Annual Capital Project and Long Term Planning spread sheet. Several JACC maintenance projects were presented including: Fitness Center Equipment, Diamond Cutting and Professional Polishing of concrete floors, Filling and Sealing the parking lot and Jackson Park Volleyball Court Maintenance. The estimated total not including the parking lot was \$15,500.00. There was also discussion about the large round tables as well as making a formal presentation to the Scouts to present potential projects. The list will be presented to the Village Board at the October 24 Budget Workshop.

4. Directors Report & Upcoming Events

Kelly read through the Directors Report. Upcoming events were discussed: Ghouls Gala, Kids Rummage and Monte Carlo Night.

*Renee Kreiter expressed that she will need to step back from helping with donations/sponsorships for the 2018 Monte Carlo Night. She has worked with really hard on many events throughout this past year and has focus on some personal and family matters. This will give others on the committee the chance to step up, considering this is the main fundraiser for the Park & Recreation Department. Everyone thanked Renee for all her efforts and hard work.

5. Parks, Recreation and Open Space Plan

Kelly will be working with Brian Kober and getting a RFP together to complete the revisions. Currently, we are not eligible for grants (due the boundary agreement issue which is holding up completing the plan).

6. Summer Program Analysis Spreadsheet/Evaluation – Renee Fisher went through the Summer Analysis giving feedback and answering questions about programs etc... Several committee members expressed gratitude for completing the analysis each season. It really helps to understand the process and shape future planning.

7. Citizens/Committee Member Comments –The Friends Culver’s Day will be the evening of regular meeting date (3rd Wed.). So, it was agreed to move the meeting to Wednesday, November 29 at 6pm.

8. **Motion to ADJOURN** was make by John Bales and seconded by Laurie McGraw. Vote: 5 – ayes, 0- nays – Motion Passed.

FRIENDS MEETING

1. Playground Fundraising-
The group announced that Westbury Bank will be donating piggy banks for a grass roots campaign that will include children and families. Kelly noted that she had applied for a grant through Westbury as well. Kelly also noted that Erika from Northland would have the animation ready for the presentation by June.
2. Financial Report-
Gloria presented the financials and the current bank statements for review.
3. List of upcoming events & Volunteer opportunities – this was covered in the Park & Recreation Committee meeting earlier.

Respectfully Submitted by Kelly Valentino (*Sue Rank was excused*)