

MINUTES

PARK BOARD MEETING
FIREMEN'S BUILDING
December 15, 2015, 5:15 P.M.

The Warsaw Parks & Recreation Board met for its monthly meeting on October 20, 2015 at 5:15 PM at the Firemen's Building. Attendance was noted as follows:

PRESENT: Board Members Bill Baldwin, Steve Haines, Larry Ladd & Council Representative Diane Quance. Also present: Park Superintendent Larry Plummer, Jr., Maintenance Director Shaun Gardner, Recreation Director Sheila Wieringa & Secretary Heather Frazier

ABSENT: *Michelle Boxell & Rick Pazckowski*

GUESTS: David Neff (KCCAA)

CALL TO ORDER: Board President Baldwin called the meeting to order.

APPROVAL OF MINUTES: The minutes were approved on a motion by Board Member Haines, seconded by Board Member Ladd, all in favor.

UNFINISHED BUSINESS:

Superintendent Plummer reported to the Board that Sheila Wieringa is the new Recreation Director who took over the position once Liz McKinley resigned. Sheila has worked for the Parks and Recreation Department for 4 years as the administrative assistant for the park's office and is doing great with the transition into the new position. In addition, Heather Frazier has transitioned over to the administrative assistant position from the Warsaw Police Department and has also been doing a good and fits in well with the group.

NEW BUSINESS:

Superintendent Larry reported to the Board that the lease for 2015 for KCCAA and the use of the Senior Activities Center expires at the end of this year and also asked KCCAA representative David Neff to attend the park board meeting to discuss what programs and activities they offer seniors. David spoke about numerous programs KCCAA offers seniors including mobile meals, hot meals provided at SAC, transportation, and community events for seniors for a \$5/yearly fee. He also addressed the continued success of their programs and how gracious KCCAA was to use the SAC center for their events. Superintendent Larry recommended to the Board that he would like to get the 2016 lease signed for the same contracted rate of \$1053/month for KCCAA to use the SAC, which is offset with the additional \$26,000 received from Wayne Township. A motion to approve the lease was granted by Board Member Haines, and seconded by Board Member Ladd.

Maintenance Director Shaun Gardner reported to the Board that preparations began in November 2015, for the Christmas Display event in Central Park, which was held on December 4, 2015, Light up the Night. There have been several new additions to the display such as 2 new toy soldiers and a santa display on Fort Wayne St. This display has continued to be a success due to the donations through the Young Tigers by utilizing the concession stand.

Recreation Director Sheila Wieringa reported to the Board the event on December 4, 2015, Night up the Light, there were 500 glow necklaces handed out within the first 15-20 minutes and had approximately 1500 people attend the event along with numerous elementary school choirs (Eisenhower, Jefferson, and Leesburg) perform at the event. December 11, 2015, Christmas Countdown approximately 600 people attended and cookies, hot

cocoa, santa, and crafts were provided at the event. A new addition to this event was letters to soldiers, which were mailed out this afternoon. Both programs went well. For the 2016 season, numerous sponsors have donated approximately \$6000, which is a great start to the season.

Recreation Director Wieringa reported to the Board that the Parks and Recreation Department would like to start implementing a gift certificate for activities through the park's department. These certificates could only be used for activities/events and must be used within the same year they are purchased. They do not hold any cash value. Superintendent Plummer reported to the Board that the clerk's office has approved the certificates. The certificates can be purchased for any event within that calendar year. A motion to approve the gift certificate program was granted by Board Member Haines, and seconded by Board Member Ladd.

Superintendent Plummer reported to the Board that due to the fact the City of Warsaw now has a full time city engineer, the state statute requires that a Park Board member be a part of the Planning Commission. Rick Paczkowski was asked to be the representative for the Park Board to which he accepted. A motion to approve the plan commission representative was granted by Board Member Haines, and seconded by Board Member Ladd.

In other matters, Council Representative Diane Quance reported to the Board that she has been approached on numerous occasions with questions regarding the Greenway being opened or closed after dusk. Superintendent Plummer stated he is not aware of the greenway closing after dusk.

There being no further matters to come before the board, the meeting was adjured on a motion by Board Member Ladd, seconded by Board Member Haines all in favor.

Respectfully Submitted,

Heather Frazier
Secretary