

Present: Chairperson Kondak; Vice-Chairperson O'Reilly; Members: Arvant, Davis, Greening, Ross and Schmitt

Absent: None

Also: Assistant Manager, Marshall

Chairperson Kondak called the meeting to order at 7:30 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road.

### **APPROVE MINUTES OF NOVEMBER 19, 2009 PARKS & RECREATION BOARD MEETING**

Motion by O'Reilly, second by Davis, that the minutes of a meeting of the Parks and Recreation Board held on November 19, 2009 be approved as submitted.

Motion passed (7 – 0).

### **PUBLIC COMMENTS**

Janet Mooney of 19111 Devonshire updated the Board on information relative to forming a 501c3 organization. She outlined items that would require Board decisions. This will be an agenda item for next month's meeting.

### **DISCUSS FINAL PREPARATIONS FOR WINTER FAMILY FUN DAY**

The Winter Family Fun Day scheduled for this Sunday was postponed to February 7 due to a January thaw and forecasted rain. Organizer Lisa Ross reported that everything is in place for the event to be held on February 7 from 1-4 p.m. She has contacted everyone who needed to be notified of the date change.

Ellen Marshall remarked that Village staff will attach the event banner to the park fence on February 1.

### **DISCUSS PREPARATIONS FOR MEMORIAL DAY PARADE AND CARNIVAL**

The Parks and Recreation Board will undertake the responsibility of organizing the Memorial Day parade and carnival again this year following last year's successful experience. Jim O'Reilly will chair the Memorial Day Carnival and Kondak will act as Treasurer. O'Reilly related that he spoke with Pat Westerlund, who agreed to manage the parade with a group of his neighbors. O'Reilly hoped that the Board would receive the same level of support that it did last year. One modification he proposed was to place more emphasis on honoring veterans.

O'Reilly outlined a number of organizational tasks that needed to be accomplished, the most immediate of which would be to send out fund raising letters to individuals and organizations that have supported the event in past years. Greening offered to assist with fund raising.

O'Reilly asked for volunteers to chair various committees. Arvant said that she would manage the food court, noting that she had ideas for changes that would improve the food service operation. Lisa Ross offered to be in charge of organizing the volunteers who help on that day.

Contacts will have to be made to reserve inflatable games for the carnival. Kondak related that Janet Hausman has volunteered to run the community organization games again this year.

It was noted that the Parks and Recreation Board has \$3,000 available from money raised at last year's event to be used towards organizing the 2010 Memorial Day Parade and Carnival. Funds were also allocated in the 2009/10 budget for the Memorial Day parade.

Pat Westerlund discussed ideas for the 2010 parade with Board members. There was agreement that attempts should be made to engage a band to play in the parade.

The Board held a silent auction at the carnival last year under the direction of Pat Greening. It was questioned whether to do it again this year. Janet Mooney, new member of the Village Women's Club, interjected that their organization no longer has a major fund raising mechanism since it relinquished hosting the Memorial Day event after sponsoring it for 27 years. Mooney asked if the Parks and Recreation Board would consider allowing the Women's Club to take over the silent auction this year with 20% of the profit going to the Parks and Recreation Board.

It was the consensus of the Board to authorize the Village Women's Club to sponsor a silent auction at the Memorial Day Carnival. The Parks and Recreation Board will considering holding a stuffed animal raffle.

#### **UPDATE ON EAGLE SCOUT PROJECTS**

Drew Steffes from Troop 1024 presented his idea for an Eagle Scout project in Beverly Park. His plan was to stain the sled hill fence and replace damaged boards. He submitted a plan of action with dates and an estimated project cost. The anticipated cost for cleaning, repairing, and staining the fence was \$559.08. The project would start the first week in April and commence on May 15. Steffes requested funding from the Village for his project.

Motion by Schmitt, second by O'Reilly, that the Parks and Recreation Board recommend that Village Administration authorize an expenditure to cover Drew Steffes' Eagle Scout project to refurbish and stain the sled hill fence in Beverly Park in an amount not to exceed \$650.00 from the Park Maintenance Fund.

Motion passed unanimously.

The Board provided input on the stain color recommending that Steffes purchase stain in the solid natural redwood tone. Steffes was advised to contact Ellen Marshall at the Village office for information on how to purchase materials for his Eagle Scout project using the Village's tax exempt status.

Kondak informed the Board that he has been in contact with scout Andrew Hausman from Troop 1024 regarding an Eagle Scout project to construct a sandbox near the playground area of the park. The Board will be working with him on that project.

#### **COUNCIL COMMENTS**

None

**ADMINISTRATION COMMENTS**

Marshall discussed the timing for articles that the Board would like to publish in the Villager newsletter.

**BOARD COMMENTS**

Arvant reported that a previous Eagle Scout project to construct bat boxes in the park has been successfully completed and looks great. It takes one to two years to attract bats and reduce the mosquito population in the park as a result.

O'Reilly said that he is looking forward to the Winter Family Fun Day on February 7. He extended his sympathy to Cynthia Arvant on the loss of her father-in-law last week.

Davis and Greening indicated that they would like to see a Council liaison in attendance at Parks and Recreation Board meetings.

Davis contacted Goldner Walsh Nursery about a regular program to maintain the new landscaping planted in the park last fall. A representative from the company will present a proposal to the Board in the spring.

The meeting was adjourned at 8:37 p.m.