

November 6, 2019

President Wahlig called the meeting to order at 10:00 am. Attending were President Wahlig, Board Members Selman, Adams, Poor and Carpenter. Also attending was Events and Marketing Coordinator Nina Burlingame. Absent was Superintendent Matt Hanna.

The minutes of the October 2, 2019 meeting were approved by Member Poor and second by Member Carpenter. All were in favor.

OLD BUSINESS

Firemen's Pavilion- Colors were chosen by Board Members for the pavilion. Ash Grey and Emerald Green were the two most popular colors. Emerald Green will be the roof of the building and Ash Grey will be the faces of the roof and the underside of the roof. President Wahlig asked what else was going on with the pavilion. Burlingame responded that all the paperwork was signed, we just needed one signature from a Parks Dept. representative, President Wahlig signed the construction contract with Wagler & Associates. Member Carpenter asked if Wagler and Associates did anymore on Firemen's. Burlingame responded that her only update from Hanna was the color choices and paperwork. Burlingame would contact Hanna after the meeting and get updates with any other information.

Halloween Fun – Burlingame stated that Halloween Fun this year was bigger than any year prior. An estimated 900 people ATTENDED. 300 glow stick necklaces were bought, and more cookies and juice than last year and we still ran out of all three by 7:15pm. Member Carpenter asked if we had enough volunteers setting up. Burlingame responded that we had enough, we got done around 3pm but the Phi Kappa Fraternity stayed and watched the facility as our staff took a much-needed break. Member Selman asked how many of the volunteers that said they were able to attend actual showed up? Burlingame said that we only had about 20 volunteers throughout the day show up and we thought we were going to have around 40. Member Selman asked if there was another group around that we could recruit as volunteers who would be more reliable. Burlingame stated that she searched for new groups and event emailed over 70 Trine students this year and none of them got back with us. She stated that it is not one group that is backing out come the day of the event, it is volunteers in general. President Wahlig asked if Burlingame has contacted teams from different sports around Angola. Burlingame stated that she has tried that in the past and the only person to show up was the coach. Burlingame stated that getting volunteers to 100% commit has always been an issue but that each year we are working to make it better.

Burlingame stated that this year was very shocking because of the amount of people but that it went smoothly. We talked about getting pop-up lights for the parking lot so that it is safer while people are waiting in line. Selman asked if we could purchase an abundance of refreshments and return after the event. This is the plan for Halloween 2020.

NEW BUSINESS

Shape Up Steuben- Burlingame update the Board about the funds received by Shape Up Steuben. They donated \$10,000 to the Commons Park Disc Golf Course. Nina will post on our Facebook a thank you and send them a thank you card. President Wahlig asked if there would be a sign thanking SUS on the course. Burlingame stated that there will be a "Thank You" sign under the Course Map Sign but it will have all of the donors listed on it.

Schedule- Burlingame listed the schedule for the rest of 2019. Sled Workshop, Teen Cuisine, Adult Cooking Classes and Parent's Night Off. President Wahlig asked if the cooking classes were all full. Nina said all remaining events were full. President Wahlig asked details about Parent's Night Off. Burlingame explained the hours would be from 5-9pm on December 13th and there would be games, crafts, a movie, dinner and Santa/Mrs. Clause will be there for photos.

Commons Hall- President Wahlig asked if we were getting calls about reserving Commons Hall. Burlingame said yes and that we have rented it out six times from October to December and that we have four rentals for next year already as well. We show the building at least once a week.

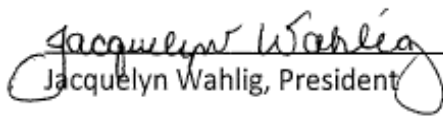
OTHER BUSINESS

Miscellaneous- Member Carpenter asked if we had heard any more about the parking lot at Commons Hall. Burlingame was not sure, but she would check with Superintendent Hanna and send out an update. Burlingame also updated the Board about the police liability for when the officer works an event at either Commons Hall or the Selman Timber Frame. This was a question brought up by Member Carpenter in the October meeting. The police department; whether it be city, county or state, has their own insurance.

Burlingame told the Board about donations that we received for the cooking classes from the community and said that if anyone else would like to donate to these classes that we need pots and pans as well as baking sheets.

The Board asked about the electronic sign that will be replacing the marquee board. Burlingame was not sure and would ask Superintendent Hanna and update the Board.

No further business, meeting adjourned at 10:26am.


Jacquelyn Wahlig, President


Nina Burlingame, Secretary Pro Tem