

January 8, 2020

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

The minutes of the December 4, 2019 meeting were approved with a motion by Vice President Selman and a second by Member Poor. Motion carried 4-0.

#### OLD BUSINESS

**Sign Marquee-** Supt. Hanna stated that even though the sign was up, the connection and software are not setup to allow changes to be made. Hanna said the company is working on it today and hopefully it will be up and active soon. The Board all agreed that it looks good and they are looking forward to it being active. Supt. Hanna thanked Member Poor for adding this project to the 2019 budget.

#### NEW BUSINESS

**Election of Officers-** Supt. Hanna said it was that time of year that the Board needed to elect officers for the 2020 year. Vice President Selman made a motion to keep Jake Wahlig in the position of President, Member Poor seconded the motion. All were in favor. President Wahlig made a motion to retain Betty Selman as the Vice President, Member Poor seconded the motion. All were in favor.

**2020 Event Schedule/Park Guide-** Event Coordinator Burlingame asked the Board to review the Park Guide and submit any changes as soon as possible. The only event not confirmed is the Literacy Coalition run and the Civil War Days. The Board suggested we give them a call to confirm the event. Nina asked that changes be submitted before the end of the month, if not sooner.

**Program Release Info-** Event Coordinator Burlingame wanted suggestions on how to open programs to the public. Currently she uses Facebook to open classes and once they are full, they close it. The problem is then people complain that they didn't know about it. The Board discussed different avenues of getting the word out to the public and how people could sign up. It was decided that we simply can't make everyone happy and feel the way we are doing it is working well on filling the classes. Nina asked the Board if they would allow the group that did the bee class to use the Commons Hall to do it again this year. All were in favor. Nina also said she was approached by a girl who teaches dance at Sara's School of Dance and wanted to offer her time to do dance classes for the Parks. The Board asked that Nina get some more information regarding this.

**Shape Up Steuben-** Superintendent Hanna spoke with Bill Maddock regarding a program he wants to start. He would like to include the Heart-2-Heart walk and one other time in November to do walks in the Park, working toward a healthy lifestyle initiative. Hanna told Maddock he would check with the Park Board. The Board all agreed to allow both gatherings in the Park.

#### OTHER BUSINESS

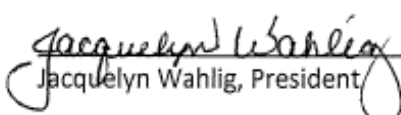
**Year End Report-** Supt. Hanna asked the Board if they are done editing the document. The Board agreed the current version is ready for submission. Hanna noted that the amount of revenue and the number of reservations were up. Hanna is excited about the upcoming year with the Commons Hall addition.

**Mayor's Youth Council-** Supt. Hanna said he met with a representative of the Mayor's Youth Council regarding an annual project they were interested in doing. They want to install a rain garden somewhere in the City and thought the Parks would be a good place for one. Hanna discussed possibly doing something at the north end of the Selman Timber Frame parking lot, an area that already held water. The Board had some discussion on what it might look like before Member Adams made a motion to allow the install of a rain garden on park property, Member Poor seconded the motion. Motion carried 4-0. The Board asked to see the plans prior to the installation. Hanna said he would keep them informed on what was happening.

**Hotdog Give-Away Banner-** Event Coordinator Burlingame presented three banner designs for the Hotdog Give-Away and asked which one the Board wanted. The Board all agreed on option #2. Nina said she would order the banner.

**Office Hours-** Event Coordinator Burlingame asked if the Board would approve moving the office hours from 10am-12pm and 12:30pm-4:30pm? The Board approved these changes.

No further business, meeting adjourns at 10:37 AM.

  
Jacquelyn Wahlig, President

  
Matt Hanna, Secretary