**Stafford Recreation Commission**

**Board Meeting Minutes**

**4/12/23 - 6:30 pm @ Annex**

1. **Call to Order**@\_***6:35*** \_\_\_\_\_ Roll Call – ***Sharilyn, Holly, Jonathan, Myra***
2. **Additions to the Agenda**- ***Jonathan added under F. New business 6. Keycards, and also 7.Facility Cleanliness. Brian added F. New business 8. Executive session.***
3. **Approvals** 
   1. Agenda
   2. Minutes of previous meeting – please make sure to sign
   3. Reconciled financial statements
   4. Budget report
   5. Signing of approved minutes
   6. Personnel report – Remaining –***4 vacation, 9 sick, 0 personal***
   7. Check signing

***Myra*** Motioned ***Jonathon*** 2nd ***4-0*** Passed

**Recognize guests/Public comment/Correspondence**- ***None***

1. **Director’s Report –**
   1. Easter Egg Hunt - results - ***good turn out of kids.***
   2. Easter Craft - results - ***had 11 kids, most kids we have ever had. Will have a mother’s day craft.***
   3. Spring Soccer – results - ***Went ok other than only being 2 weeks and only us and St. John. Really need to reach out to other towns for Spring soccer next year.***
   4. Stay Strong Stay Healthy - ***have several returning for class and some new participants.***
   5. Grant was turned in for a new treadmill. - ***Brian completed grant paperwork necessary.***
   6. Need to order more shirts. We are out of multiple different sizes. - ***we are starting to run low, and will need more for upcoming sports. New kids, outgrown shirts. Jonathan motioned to purchase 100 shirts, Myra seconded, passed 4-0.***
   7. Adding grass seed to the field in between Annex & Pool. - ***Brian spoke with Nick about it and Nick suggested waiting to talk to the City and see if they are planning on doing anything there. Fall may be a better time to try and plant.***
   8. Baseball / Softball - Sign sheets are out. ***Tball and blast ball here and ages above will play in Pratt. Jonathan suggested the cage needs to be reattached like last year, and also lots of leaves and trash piled up along the fence.***
2. **Old Business-** 
   1. Recreation Commission Workshop in Derby Wednesday May 3rd – Thursday May 4th? - ***They go over a lot of budgeting, different speakers on how they work with their budget. Brian stated the cost is approximately $79. Myra motions for Brian to attend, Jonathan seconded, passed 4-0.***
   2. Baseball / Softball Scoreboard (Fixed) - ***Antenna was broken inside the scoreboard and they performed some maintenance.***
   3. Workout Equipment Quote - ***Brian did sent Nikki with PLAY quotes of some equipment we would like to apply for when they decide to do their 10k giveaway.***
   4. Biking Across Kansas - ***June 12th. Brian will need to make sure our facilities are clean and ready to use, including the showers with toiletries. Might need to find out if we need to have towels available.***
3. **New Business –** 
   1. SRC side by side needs 2 new front tires. ($132 each) - ***Brian took them to Jimmy and he suggested new tires, can probably stretch out to fall.***
   2. Installing and using the old sign from Stafford Schools. - ***The school replaced their sign and asked if the Rec would like it. Brian got a quote from Loya Construction to place it for $250. Would need to scrape off the Stafford Schools and could get vinyl stickers over it with Stafford Rec, Jenny Shelton mentioned she could do the stickers. Sharilyn brought up points that it can turn into a bit of a task to have to change out letters, and with staying with the Rec color scheme, Holly and Jonathan suggested just using straight black and white lettering with the existing Trojan head. Brian needs to get a quote from Jenny on what she’d be able to do for stickers. Get all quotes and plans before we move on installing this.***
   3. Ordering more shirts (Will be brought up during Directors Report)
   4. SRC Website is down, how do we fix it? - ***Brian needs to dig in and find if we have a folder when we had to go through this last year. He thought Nick and Katie had to do something with it last year. Brian needs to talk with them and ask, look for a file or folder related to it. It was recommended to figure out what it needed done and what he needs to do or change so he can easily fix or figure out next year or stay up on without having to go through Nick and Katie.***
   5. Quickbooks renewal on 5/12/23 cost $549.00, approval? - ***Holly motioned to renew and reimburse Sharilyn for quickbooks. Myra seconded, passed 4-0.***
   6. Keycards - ***Several users have reported their cards not working. Brian has restarted the computer and they seem to be working. He also mentioned an issue with some card issues related to time change with daylight savings. Other cards wouldn’t have been related to time changes.***
   7. Facility Cleanliness - ***Jonathan brought up a complaint from an older member that frequents the gym having to clean the floor himself quite often. Holly also mentioned moving the treadmills and ellipticals and vacuuming under there once a month or every couple months.***
   8. Executive session by Brian, ***Sharilyn motioned to go into executive session at 7:51 for 10 minutes to discuss summer help and wages, with board members and director present. Holly seconded, passed 4-0. Out of session at 7:59. Jonathan motioned to raise the pay for Summer Fun day Leader to $18/hr. Myra seconded, passed 4-0.***
4. **Public Comment on items discussed - *None***
5. **Adjournment** - ***Jonathan motioned to adjourn, Myra seconded, passed 4-0.***

Next regular meeting will be May 10th, 2022 at 6:30 pm. Regular meeting notice is given in the Stafford Courier, if a Special meeting is called it will be posted on the front door of the Annex as soon as presented and posted on the SRC Facebook page.