

## WHITEHALL PARKS AND RECREATION COMMISSION

May 4, 2022

MEETING LOCATION: CITY HALL

The meeting of the Whitehall Parks and Recreation Commission was called to order at 6:11 PM by John Feters.

On a roll call, in attendance: Mike Adkins, Chris Bolich, John Feters, Gerald Leka, Katie Quincel, Nathaniel Stewart, Director Shannon Sorrell, and Katie Girts.

Bolich motioned, seconded by Adkins, to excuse absent members the vote carried 6-0.

It was noted that the meeting date was incorrect on the April Meeting Minutes and for it to be corrected to 4/13. The change was noted by the Commission Secretary. A vote was taken to approve the April 13 Commission Meeting Minutes and the motion carried 4-0; Quincel and Stewart abstained from voting due to not being present at the April meeting.

There were no guests to poll for questions or comments.

Bolich moved, seconded by Adkins, to go into Executive Session to discuss a personnel matter and the vote carried 6-0.

Executive session lasted approximately 10 minutes and the Commission went back on the record.

The Commission reviewed the following items: Invoice, Trust Fund, budget, and income from January-April 2022.

Director's Report: The budget will be tight this year but we are in good shape. Part time and seasonal staffing are ready to start in the next couple of weeks for Splashpad, Camps, Rangers and Sports Coordinators. There has been a lag in accounting so some expenses in the Rec and Parks account were actually spent on youth sports and additional monies will be moved once legislation is passed for new sports accounts. In the fall, we want to circle back around to building a sustainable sports model for the 2023 that could include a youth sports committee. The spring soccer program has been going successfully and Pathways Financial Credit Union and the Rotary Club are working with us to donate \$5,000.00 to continue with a fall soccer program.

Director Sorrell presented a mission and purpose slide presentation to commission to explain roles and duties associated with Parks and Recreation Commission.

Sorrell and the Commission discussed creating a comprehensive strategic plan for the department, done in-house, since the objectives of the 2014 Parks Master Plan have largely been accomplished. A strategic plan would include park management and service standards, as well as data-driven goals. This could be a 3-7 year blended plan with short and long term goals, including priorities and time lines and what the commitment from Commission and the City would look like.

Human Resources has asked for a review of the Parks and Recreation Director job description. She will send it on to commission to suggest any additions or changes in the next week.

7:50pm motion to adjourn by Leka seconded by Adkins, and the motion carried 6-0.

To the best of my knowledge, these minutes are true and correct.

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Chairman John Fetters

Prepared by:

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Shannon Werner