

MINUTES OF THE
PARK & RECREATION COMMISSION COMMITTEE MEETING
Village of Butler

December 28, 2016

Minutes not formally approved until the next Park & Recreation Commission Meeting.

The meeting was called to order at 5:40 p.m.

ROLL CALL

Present: Chairman Kevin Endries, Secretary Charlene Benjamin, Christy Ojeda, Jeff Zingsheim.

Absent: Trustee Michael Thew

PERSONS DESIRING TO BE HEARD

The four attending members discussed the start time for the meeting, and agreed to start future meetings at 5:00 p.m.

CONSIDERATION OF MINUTES:

Motion by Benjamin; second by Zingsheim to approve the Park & Recreation Commission minutes of November 30, 2016. Motion carried unanimously.

ACTION ITEMS:

- Endries contact Bob Gundrum re: Horseshoe League Manager position; contact Jim Fisher about a list of former participants.
- Benjamin contact Kayla Chadwick about the Concession Stand, who owns the equipment, and who can use it (for special events). Also, what permits are needed.
- Benjamin contact Kayla, Senior's group, and D'Oberlander group about Community Building clean up.
- All members think about candidates for Softball League Manager.

OLD BUSINESS

1. Committee Elections for Chair and Secretary.
 - Kevin Endries elected as Chair; Charlene Benjamin elected as Secretary
2. Playground Fundraising and Committee report
 - Raised \$272.68 during the Christmas Parade and Holiday Celebration
 - Scheduled fundraisers:
 - i. Bingo Night, January 28 at 7:00 p.m. Flyers are being developed for distribution.
 - ii. Chili cook-off, March 4th. \$10 to enter, \$5 to buy a bowl. Suggested judges include Pat Tiarks, Village President; Gene Liebl, major Playground contributor; Dave Wendtland, Police Chief. Additional details are still under discussion.
 - iii. Additional ideas raised include a Spring Run/Walk, Pancake breakfast, bowling night, book sale, village picnic, etc.
 - iv. Jeff Zingsheim asked about contacting Channel Six as they have promoted playgrounds in other villages. No action item was assigned.
3. Final Parade and Holiday Celebration report
 - 2016 Donations = \$2,270. Expenses = \$2,798.82. The Parade Fund has a remaining balance of \$2,407.66.
 - Parade: 21 units, including two new groups. All donors received personal thank you notes.
 - Celebration: Festivities ran from 7:00 p.m. to about 8:30 p.m.
 - i. 83 tickets to see Santa were distributed. 70 children visited within 1 ¼ hours.
 - ii. Volunteers answered 42 letters to Santa.
 - iii. 10 gift cards of \$20 each were distributed to children selected from 59 entries.
 - iv. Entertainments included Santa and Mrs. Claus, cookie decorating, crafts, letter writing, face painting, and animal balloons.
 - For future parades, Village residents can vote to select the 1st Friday or 1st Saturday as the date for the parade. Voting is possible in person at Village Hall, on line, via email or postage mail, or by calling 414-429-4162. Information is being mailed to village residents.
4. Community Building Storage Room Clean up
 - Benjamin asked if the store room at the Community Building could be organized and some of the extra materials cleared away to make room for other items such as supplies for Bingo nights, etc. Many of the current items have not been used for at least three years.
 - In order to clean out the area, members suggested:
 - i. Discuss the clean-up with Kayla to ensure there are no conflicts.
 - ii. Contact the Seniors group to find out which of their items still need to be stored.

- iii. Contact the D'Oberlander dancers to see if they have items stored.
 - iv. Communicate via a poster at Village Hall and the eNewsletter that the store room will be cleared out. Offer items to village residents. Send the rest to a charity, recyclers, or the dumpster.
 - At the next meeting, members will select a date in February or March to do the clean up.
 - 5. Holiday decoration contests – tabled until January
 - 6. Softball League Discussion
 - Benjamin presented results of discussion with Kayla Chadwick, about what is involved in maintaining the Softball League
 - i. The League Manager would be responsible for:
 - Recruit teams
 - Run managers meeting(s)
 - Create the schedule
 - Recruit scorekeeper(s)
 - Work well with Village Hall
 - ii. The Village Administration:
 - Acquires umpires for games
 - Maintains schedule and changes
 - Notifies team managers of changes
 - Posts news items
 - Orders balls, tee-shirts, trophies
 - Communicates with DPW re: field conditions
 - Organize play offs (verify, etc.)
 - Calls winners to pick up trophies
 - Maintain list of sponsors
 - iii. Timing of activities:
 - January – Carolyn sends letters and packets to current teams
 - March – Team managers meet with League Manager re: schedule, payment packet, rules, etc.
 - May – Games start, 1st week; continue for 14 weeks
 - Action Item
 - i. All – think of individuals to approach about the position of League Manager
7. Horseshoe League Discussions
 - From Village Hall – this league requires a player's form (contact information), a signed waiver from each player, and fees paid to Village Hall, either directly (preferred) or via the League Manager.
 - Endries unable to reach Bob Gundrum yet, to talk about managing the league.
 - Additional discussion is tabled for January.
8. Kickball League Discussion
 - Tabled for future discussions. The Commission will focus on successfully launching the Softball League and Horseshoe League in 2016.
9. Dartball League Discussion
 - Tabled for future discussions.
10. January Agenda Items:
 - Softball League
 - Community Building Clean up
 - Horseshoe League
 - Holiday Decorations Contests

ADJOURNMENT

Motion by Benjamin; second by Ojeda. Motion carried unanimously. The meeting was adjourned at 6:30 p.m. Next meeting is scheduled for Wednesday, January 25, 2016 at **5:00 p.m.** in the Conference Room at Village Hall.
Submitted by: Charlene M Benjamin, Secretary, Park & Recreation Commission