**Minutes**

**Knob Noster Park Board**

**January 24, 2023**

The Knob Noster Park Board met on January 24, 2023.

***Call to Order:*** Benjamin Liechti called the meeting to order since Tim was attending on Zoom and not physically present at the meeting at Tim’s request. The meeting started at 6:20pm to ensure a quorum was present. Member’s present were Marty Austin, Joe Burnor, Benjamin Liechti, Jennifer Palmer, and Tim Storms (attended on Zoom). Also, in attendance Mayor Tom Charrette, and Zach Grove (on telephone)

Park Board Members not present: Kenneth Butler and Patsy Smith.

***Minutes:*** Minutes from meeting November 29, 2022, were reviewed by the park board members. No meeting was held in December 2022, and only one meeting held in January 2023. Joe made a motion to approve the minutes. Jennifer seconded the motion; the park board members approved minutes.

***Public Participation:*** None.

***Old Business:***

* The status of all awarded bids from 2022 and purchases was briefed by Ben. WW Plumbing for the (plumbing potion only) at Mitch Franklin Park was awarded, Patsy will be contacting them about a start date. The Porta Potty at the Memorial Park was awarded, and Patsy worked to have a delivery date set of April 1st. The edging for the playground equipment at the Memorial Park was awarded and supposed to be ordered by Tim Stroh, Tim Storms said he would follow-up on this order. DR Bid to purchase the picnic tables and park benches is awaiting final approval from their board, Jennifer is following up this. The swing sets have been ordered by Jennifer and one received and delivered to Mid America with the other swings to be delivered later. The shelves for the storage room at Mitch Franklin Park were purchased by Patsy and stored at the concession stand at MFP by Tim.
* Tim briefed that AAA State of Play refund of $9,095 has been received and deposited into the park boards account. Also, Tim briefed that Jared Goucher has asked about helping install the merry-go-round and Tim will be providing the installation instructions to Jared to see if something can be worked out.
* Ben briefed that current project updates on all three parks was on hold at this time until spring at this time.

***New Business:***

* Budget for 2023 for the park board is $120,000. Joe made a motion to move all budget talks until Patsy could be at the meeting. Jennifer seconded the motion which was passed by the board. Budget planning will be done at a later meeting.
* Ben briefed event planning. The following purposed dates for these events was looked at by the board. Spring clean-up at the park March 11, Egg Extravaganza April 8, Water Palooza July 22, Movie Night September 16. Ben also briefed we should look at doing Christmas Awards by putting QR codes around town then giving winners prices, Ben said he would put something together on this and get back to the board. All events date/times will be discussed and approved at an upcoming meeting. In addition, Ben said we need to look at publishing a quarterly newsletter we can put out to the city residents, this will also be investigated.
* Ben briefed that the 5/10-year committee needs to meet and start putting together the park board mission statement as well as starting a listing of ideas for the park boards 5/10 plans.
* Ben briefed the primary topic we wanted to discuss at tonight’s meeting was grant writing. He proposed that since there are so many different grants we want to try and pursue as a park board that we use meeting time to work some of these grants so that not one or two members are stuck writing all the grants. We will use our next meeting on February 28, 2023 primarily to discuss and present our thoughts and ideas for any grants we are aware of. Some of these grants include the trails grant due in February, DNR grants, T-Mobile or any other grants we want to look at that fund grounds, facilities and playground equipment or any other projects. Tim encouraged everyone to look for grants of any kind and let us see if we can qualify for and want to pursue. Ben volunteered to put a spreadsheet together on grants we want to pursue with dates due and who is working them.
* Joe made a motion to not to have our next meeting on February 14 and to only have one scheduled meeting on February 28, 2023, for grant writing. Marty seconded the motion which was passed by the board. Tim wanted to remind everyone we need to resume two monthly meetings starting in March because of our busy season start that month. Also, he said that summer recreation starts practicing in March and we have a lot to do for the upcoming park season.
* Motion to adjourn the meeting was made by Joe and seconded by Jennifer. All board members were in favor. Meeting adjourned at 8:05pm. Next scheduled meeting will be February 28, 2023, at 6:00 pm at Knob Noster City Hall.