

GOSHEN PARKS AND RECREATION PARK BOARD MINUTES

Date: October 19, 2020

Time: 5:30pm

Place: City Courts Building, 111 East Jefferson Street, Goshen, Indiana

Physically Present Jennifer Shell, President; Bill Veenstra, Vice President; **Virtually Present:** Secretary; Roger Nafziger, Member; Jim Wellington, Member.

Also, Physically Present: Tanya Heyde, Superintendent; Kimberlee Stephens; Recreation Supervisor; Staycie Gervais, Administrative Office; Don Shuler, Park Attorney; **Virtually Present:** Julia King, Council; Jacob Smith, Youth Advisor.

We begin this meeting during a declared public health emergency covering all of the State of Indiana. Board member (s) Jim Wellington Roger Nafziger is/are participating in this meeting by electronic communication pursuant to Governor Holcomb's Executive Orders 20-04, 20-09 and 20-38, as well as guidance from Indiana Public Access Counsellor Luke Britt. Board member(s) Jennifer Shell Bill Veenstra is/are physically present in City Council Chambers as we begin this meeting.

I. Call to Order

Shell called the meeting to order at 5:38 PM.

II. Motion to Amend Agenda

III. Approval September 2020 Park Board Minutes

Shell called for a motion to approve the Park Board Minutes for September 2020. On a motion by Wellington, Seconded by Nafziger, ayes carried.

IV. Approval of Park Payable Docket, August 2020

Shell called for a motion to approve the Payable Docket for August 2020. On a motion by Wellington, Seconded by Nafziger, ayes carried.

Approval of Park Gifts Expenditures, August 2020

Shell called for a motion to approve the Gift Expenditures for August 2020. On a motion by Wellington, Seconded by Nafziger, ayes carried.

Approval of Park Gifts Revenue, August 2020

Shell called for a motion to approve the Gift Revenue for August 2020. On a motion by Wellington, Seconded by Nafziger, ayes carried.

V. Public Presentations and Correspondence

None

VI. Approval of Superintendent and Director Reports

Wellington asked which locations for Indoor Pickleball are being considered. Stephens stated she reached out to other Goshen Community Schools who are not allowing use. Stephens also reached out to Tavi from the Goshen Soccer Academy. Tavi has Pickleball Courts but is holding

his own leagues. Stephens also stated she reached out to the 4H Fairgrounds and was informed they would not have an area available to accommodate Pickleball. Shell called for a motion to approve the Superintendent and Supervisor Reports for September 2020 as presented. On a motion by Wellington, Seconded by Nafziger, ayes carried.

VII. New Business

- 1. Goshen City Democratic Party Rally Special Event Contract Ratification**
Heyde presented the Board with a Special Event Application from the Goshen Democratic Party to hold a Democratic Rally at Rogers Pavilion. Cost included for this event were Pavilion Rental Fees and a Certificate of Liability was submitted. Heyde stated the application was not submitted far enough in advance to present prior to the event. Heyde asked the Board to approve and ratify the Special Event Application as presented. On a motion by Nafziger, Seconded by Wellington, ayes carried.
- 2. Delnecky & Goshen OBGYN Office Special Event Contract**
Heyde presented the Board with a Special Event Application from Goshen OBGYN to allow the attendees of a retirement party to play pick- up games of softball at the Shanklin Park Ball Diamond. Cost included with event will be Shanklin Park Ball Diamond Rental Fees in the amount of \$75.00 plus tax. A Certificate of Liability will be provided. Heyde requested the Board to approve the special event application as presented. On a motion by Wellington, Seconded by Nafziger, ayes carried
- 3. Job Descriptions & Essential Duties**
Heyde presented the Board with the full-time, Union Maintenance position submitted for review and presented at the last Park Board Meeting. The Permanent Part Time Cleaning Position included in the packets is for Board approval to post and fill. Heyde asked the Board to approve the Job Descriptions & Essential Duties as submitted. On a motion by Wellington and Second by Nafziger, ayes carried.
- 4. Park Surplus Property**
Heyde presented the Board with a request to approve for the disposal of two filing cabinets. Heyde asked the Board to declare the filing cabinets as surplus and allow the Parks Department to dispose of them. On a motion by Nafziger and Second by Wellington, ayes carried.
- 5. Google Documents**
Heyde presented the Board with a proposal to start using Google Doc to share future Park Board Packets. Heyde stated because the Park Board Packets can be rather large which can cause issues emailing them. The Board was in favor of using Google Docs in the future. No motion needed. Informational.
- 6. Recreation Service Agreements**
Stephens presented the Board with Recreation Service Agreements for one Basketball Referee, James Polhemus and two Volleyball Referees, Earl Stutzman and Dwight Gunter. Stephens asked the Board for permission to enter into and execute