

River Bend Parks & Recreation Advisory Board
Regular Meeting Minutes
August 7, 2024
Municipal Building

Board Members Present: Amy Hendee, Annie Knowler, Beth Stokes, Victoria Stuppy

Board Members Absent: None

Others Present: Lisa Benton, Don Fogle, Nancy Fogle, Barbara Maurer, Janet Nawojski, Jeff Weaver

Victoria Stuppy called the meeting to order at 6:31PM with a quorum present.

Annie Knowler motioned to amend the agenda to include updating the Board regarding a recent discussion with the Town Manager. Amy Hendee seconded. The motion carried unanimously.

Victoria Stuppy motioned to amend the agenda to include a discussion about National Night Out. Annie Knowler seconded. The motion carried unanimously.

Victoria Stuppy then motioned to adopt the amended agenda. Amy Hendee seconded. The motion carried unanimously.

Victoria Stuppy motioned to approve the minutes of July 10, 2024. Beth Stokes seconded. The motion carried unanimously.

Jeff Weaver informed the Board that the town policy regarding offsite meetings is on the Town Council's agenda for discussion on August 8, 2024.

Victoria Stuppy reviewed the year-end expense to budget for FY23-24 and informed the Board no expenses had yet been posted for FY24-25.

Beth Stokes reviewed the logistics for CPR Training (August 10, 2024).

Amy Hendee informed the Board that an updated flyer will need to be created to clarify the topics of discussion for the Area Agency on Aging Event (August 31, 2024). Amy Hendee will create the new flyer.

The Board discussed Music in the Park (September 15, 2024). Victoria Stuppy informed the Board that she will take point and set up. Amy Hendee will confirm food truck attendance before the event. Amy Hendee will create the flyer.

The Board discussed the Community Yard Sale (September 28, 2024). Victoria Stuppy will take point for this event. She informed the Board that Ellen Serra of the Red

Caboose Library will organize a “porch” book sale at the library, and that Meg Williams of the Garden Club will organize a bake sale at the Municipal Building. Victoria Stuppy will create the flyer.

The Board discussed National Night Out (October 1, 2024). Amy Hendee discussed ideas for incorporating participation from all the volunteer boards to boost community awareness and involvement. The Board discussed ideas for the Parks & Recreation table include an informational pamphlet, calendar of events, and suggestion box. The Board discussed providing snacks like popcorn.

The Board discussed Pumpkin Palooza (October 26, 2024). The Board discussed waiting on the Town Council’s decision regarding offsite events before planning further logistics and potentially changing the date to October 19, 2024.

The Board discussed Veterans Day (November 11, 2024). Annie Knowler will be point for this event. The Honor Guard has been reserved by the Town Clerk. Amy Hendee will create the flyer and program.

The Board discussed Friendsgiving (November 23, 2024). Amy Hendee will be point for this event. The Board will have the community sign up for the potluck online and BYO board games to play after the meal. The Board discussed crafts for children. Amy Hendee will create the flyer.

The Board discussed the Holiday Tree Lighting event. Victoria Stuppy will be point for this event. The Board discussed potentially incorporating a Christmas parade. As this would involve coordination with the Town of River Bend, Jeff Weaver advised the Board to send a proposal to the Town Council regarding a parade. Annie Knowler also proposed a walking parade around the track.

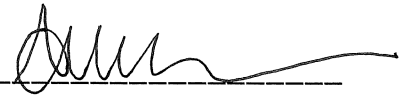
Amy Hendee and Victoria Stuppy reviewed the Social Media Campaign. The Board plans to introduce the Board Members and highlight Parks & Recreation volunteers on social media. Victoria Stuppy suggested sharing information about the Community Organic Garden, Garden Club, Red Caboose Library, Yoga and Zumba classes. She also proposed sharing information on “National Days.”

Victoria Stuppy informed the Board that she is creating a flyer regarding Parks & Recreation’s open board positions. She is also creating a flyer detailing Parks and Recreation’s calendar of events, available to the public on social media.

Victoria Stuppy and Annie Knowler informed the Board that they met with the Town Manager regarding standard procedures and practices that pertain to Parks & Recreation. Victoria Stuppy will email the Board meeting notes.

Don Fogle recognized Amy Hendee and Victoria Stuppy for a successful Board Game Day. He congratulated Victoria Stuppy on her election to Chair.

There being no further business, Victoria Stuppy moved to adjourn, seconded by Beth Stokes. The meeting adjourned at 7:37PM.

A handwritten signature in black ink, appearing to read 'Amy Hendee', written over a horizontal line.

Submitted by Amy Hendee