

**River Bend Parks & Recreation Advisory Board  
Regular Meeting Minutes  
October 2, 2024  
Municipal Building**

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

Board Members Absent: None

Others Present: Mark Bledsoe, Barbara Maurer, Janet Nawojski, Jeffrey Weaver

Victoria Stuppy called the meeting to order at 6:30PM with a quorum present.

Victoria Stuppy motioned to adopt the agenda. Annie Knowler seconded. The motion carried unanimously.

Victoria Stuppy motioned to approve the minutes of September 4, 2024. Annie Knowler seconded. The motion carried unanimously.

Jeffrey Weaver stated that Town Council will discuss off-site events on October 10, 2024.

Victoria Stuppy stated that the Board spent \$120 on the Community Yard Sale banner. The Board spent \$400 on Music in the Park. The Board is \$70 over budget, however noted the Board is moving the Greeting Card Class until 2025.

Victoria Stuppy motioned to approve purchasing a banner holder for future events, including the upcoming Halloween event. Annie Knowler seconded. The motion passed unanimously.

Amy Hendee updated the Board regarding Communications. The Board was asked to review upcoming posts regarding interest for future events, including a recent email regarding a possible Narcan Education Class.

The Board reviewed best practices for communication within the Board, including checking and responding to emails. Jeffrey Weaver recommended that all official business that pertains to the Board should be in email form.

The Board reviewed Music in the Park. It was noted over 100 people attended.

The Board reviewed the Community Yard Sale. The feedback regarding the Yard Sale was overall positive. There were issues with people being left off the map. These issues were addressed by the Board accordingly.

The Board discussed the Board's involvement in National Night Out. There will be rock painting at the Parks & Recreation table. Parks & Recreation discussed giving out prizes for children in attendance. Parks & Recreation will have handouts of the upcoming schedule of events, general Parks & Recreation information sheets, and a volunteer sign-up sheet. The Board will give out popcorn. Victoria Stuppy proposed the Board meet at 4:30PM for setup.

The Board discussed Pumpkin Palooza (October 26, 2024 from 4-6PM). Recall that the Board previously met for a logistics meeting on September 25, 2024, where the Board discussed Trunk-or-Treat, bouncy house, food truck, pumpkin patch, mums, facepainting, and decorations for the event.


Tonight, the Board discussed where to obtain pumpkins, corn stalks, and bales of hay for Pumpkin Palooza. Victoria Stuppy will coordinate the purchasing of these items. Amy Hendee has secured Sea & Soul food truck. Amy Hendee had reached out to a facepainting vendor, who is unavailable. Victoria Stuppy will check previous records for another face painter. Annie Knowler will create a sign up for Trunk-or-Treat. Annie Knowler will obtain mums for the event. Amy Hendee will create the flyer for the event. The Board decided to forego a bouncy house. The Board will hand out candy and prizes. The Board will meet at 1PM on that day to set up.

Annie Knowler updated the Board on Veterans Day (November 11, 2024, from 1-3PM). The Board has secured speakers for 3 of the branches of the Armed Forces. The color guard has been secured. The Town Clerk has secured the West Craven JROTC. Victoria Stuppy proposed incorporating March for 22 into Veteran's Day festivities. Amy Hendee will reach out to the organizers.

Mark Bledsoe suggested a bike decorating contest for children as part of Parks & Recreation's involvement in National Night Out. Separately, he suggested the Board host a bike education class for children, a fishing tournament for teenagers next summer, and a social event involving the local school bands.

Janet Nawojski suggested a dog parade.

There being no further business, Victoria Stuppy moved to adjourn, seconded by Annie Knowler. The meeting adjourned at 7:26PM.

  
Submitted by [Secretary]  
Amy Hendee