

Dunleith Park District

May 6, 2019 Meeting Minutes

Call to Order: Meeting was called to order at (TIME: 5:10pm)

Attendance: Glen Naab, Chad Degenhardt, Abby Edge, Sarah Hinderman

Guests in Attendance: Tom Klinge, Tony Delany (5:16 pm)

Approval of Minutes: Minutes were distributed via email.

Chad Degenhardt motioned to accept Abby Edge seconded

Corrections: None

Agenda Items

GUEST BUSINESS

- 1) Baseball Information presented by Tony Delany (President of the East Dubuque Baseball Boosters)
 - a) Discussed Keys between park board and baseball board.
 - i) Tony signed a Key Agreement Form
 - ii) Chad gave Tony the key to the gate.
 - b) Concession Stand Idea
 - i) Goal to OPEN Summer 2020
 - ii) Need to charge tax (price included in the price)
 - iii) Combine with Pool orders for concession supplies
 - iv) Would have a popcorn machine 2 popcorn machines available.
 - c) Lawn Service Information
 - i) Ask Boyer: please don't send the grass clippings into the infield, send them the other way because we are treating the field, and not towards the cage.
 - ii) Boyer gets the weeds around the fence.
 - iii) The Baseball board has true green spray the infield.
 - d) Looking for ways to spend their funds.
 - i) Idea: Might fix up the batting cage, or build another pavilion
 - ii) Would like donate something to the park
 - iii) Requested Aug 1st pool party
 - (1) Unavailable due to Swim Lessons, Sarah will help reschedule)
 - iv) Interested In hosting a tournament four teams or something.
 - (1) Will need insurance for a pool party, let the board know what weekend.
 - e) Tony will get Sarah dates of games
- 2) Pickleball Request - Austin Shireman (Unable to attend)
 - a) Sarah will send Austin an email asking for more information, we are interested in learning more.
 - b) Can it be converted back and forth to a tennis court as needed? (YES), Would we just need to change lines? Do you use same net.
 - c) Invite to the next meeting.
- 3) Disc Golf Updates - Scott Lee (No News)

OLD BUSINESS:

- 4) Officially Welcome the New Board Members Orientation
 - a) Chad Degenhardt, Holly Haffele, Abby Edge, Sarah Hinderman
- 5) Lawn Mowing Bid was accepted for Boyer Landscape for \$385.00. They were emailed April 8th.
- 6) Password for Dunleithpark01@gmail.com has been changed.
- 7) Abby Edge has the key for the PO Box
- 8) Sarah Hinderman has the internet phone, and has updated the website.
- 9) Tom brought to bring in the laminator and computer.
 - a) Abby is going to take home for quick books
- 10) Pool Managers: Board visited with the two managers, Madelyn Montag will be the third.
- 11) Applications Process has started
 - a) Hoping to hire 25 guards

- 12) Sarah Hinderman met w/ Janelle Kiefer at the Galena Pool about Sub Guard List.
- 13) Tom gave Chris Strauser the credit card, and Sam's Card
 - a) Sam's Card is expired
- 14) Swim Lessons: Cost per session would be \$40 a kid, up to 3 kids
- 15) Pool Party Cost, possible increase
- 16) Tom Recapped the fund balances

DD&T General Fund	\$19,823.57
DB&T Bond	\$5,362.31
Fidelity Payroll	\$25,966.14
DuTrac Money Market	\$84,168.94

NEW BUSINESS

- 17) Galena Gazette Publishing Meeting Adds
 - a) Meeting Dates are June 3rd, July 1st, August 5th, Sept 3rd, Oct 7th, Nov 4th
- 18) Park Keys
 - a) Talked about who are key holders and started filling Key Agreements
 - i) Abby (Tom will give Abby)
 - ii) Gave Sarah a full Set
 - iii) Updated Glens set of Key
 - iv) Check with Holly what Keys she still needs.
 - b) Tom gave Sarah the excel of Key Holders for Records
- 19) Pool Repairs
 - a) Painting the Black Strips
 - i) Holly reported: got a quote Tri State, Justin, quote \$800 for full job.
 - ii) Get a quote from Alvin's Pool and Spa for the stripes
 - iii) 7-10 days to allow the paint to cure
 - b) Glen is going to take care of the rough patches in the pool.
 - c) Glen and Chad are going to prep the pool to be painted.
- 20) Holly is interested in researching information on security cameras.
Abby Edge motion for Holly to research security options, Chad Degenhardt seconded.
- 21) The Frog
 - a) Luke from Tri State mentioned that he has someone who can paint the pool.
- 22) Ice Cream Machine: Tom was going to look into this.
 - a) Al has been working on the machine and has the gear box, coming back with mix to try.
 - b) Glen Naab is going to check base with him.
- 23) Lifeguard Break Room
 - a) Lawn Chairs and a Clock
Possible of 4 chairs being purchased for Lifeguards break and clock, up to \$150; Abby Edge Motion, Sarah Hinderman Seconded
 - b) Chad and Glen is going to prep the break room
- 24) Does the refrigerator work in break room? (YES)
- 25) Bathrooms need to be power washed
- 26) Pool Miscellaneous (No Pool Manager Present)
- 27) Hourly Wages
 - a) \$9.25 an hour for 1 year guards, +\$0.25 and hour every returning year
 - b) \$12 an hour for Managers
 - c) \$16 an hour for Chris, 3rd year as manager.
 - i) Managers are going to appoint a head guard
- 28) Lessons Levels 1-2 a 1:4 ratio, Levels 3-5 a 1: 7 ratio
- 29) Steve and Sara O'Connell will put flowers on the memorial stones.
- 30) When is the State Coming for inspection? Comes early June
- 31) Private Swim Lessons, need to be discussed with guards

32) Ask if we can use the 19th hole for drop off if deliveries are made when the pool is not open.

POOL LICENSING

33) Tom gave us the pool license

34) Food license (Paid for, goes to 2020)

35) We have the plaque IPARKS

36) Sarah Hinderman will update the IAPD cards

37) Sarah Hinderman Call One Systems for posters

Pavilion/Park Repairs

38) Playground Mulch

a) Holly has reported that \$50 delivered with High School volunteers

b) Steve Boyer \$575 with delivery, putting it all down

i) If we are going to put railroad ties, push back brush, seed = \$1150 all included.

Motion was made by Sarah Hinderman to receive bids from Steve Boyer not to exceed \$2000 to lay mulch and update the playground areas. Seconded by Abby Edge.

c) Chad will call Steve Boyer to make final plans for the mulch delivered by the May 17th, and prepare the Bear pavilion playground.

d) The High School Volunteers are set up to come May 18th starting at 9am.

39) Sheds

a) We are going to paint/update them spring 2020.

Sarah Hinderman motion the Holly follow through with the Deer Volunteers by December, Chad seconded

40) Volleyball Nets put up

a) Chad and Glen will set them up.

Treasury Report

41) Abby is working on getting access to the accounts

42) Abby and Sarah will go into DB&T to update account and get new cards

43) Carol Soats in Galena is a contact for the Parks Bond.

44) Make sure Glen is on all accounts.

45) Consolidate the Quick Books by adding Honcamp and Kurugger to all bank accounts.

Chad Motioned to allow H&K to include quick books, Abby second it.

46) PDF Software Package for labeling pictures (to help make the procedures step by step with labeled pictures)

Chad motions to have Tom purchase the \$100 PDF software, Sarah seconds

ADJOURNMENT

Motion by Chad / Second Abby to adjourn meeting at

7:15pm (time)