

SAINT CHARLES PARKS & RECREATION BOARD MINUTES
MEETING HELD
July 20, 2022

The meeting was **Called to Order** by President Ryan at 6:00pm in the American Legion Room in Memorial Hall. **Roll Call** noted the following present for the meeting:

Board Denise Childress, Mike Hannegan, Brad Harmon, Kathy Mudrovic, Tuss Peluchette, Mike Ryan, Merle Schneider, Tom Smith and Council Liaison Denise Mitchell were present. Patrick Caskey was absent.

Staff Maralee Britton – Director, Chris Atkinson- Assistant Director.
Mike Wilkins – Chief Park Ranger.

Others

3. **Pledge of Allegiance**

4. **Verbal Petitions/Public Comments and Response:** None

5. **Staff Reports/Presentations:** None

6. **Items for Discussion and/or Action-**

A. **License Agreement with Royal Ramblers Rugby Club for use of fields at the St. Charles Soccer Complex***

Atkinson presented the license agreement.

Harmon made a motion to approve the license agreement; seconded by Mudrovic.

B. **Employee Retention and Recruitment Update**

Britton highlighted the presentation to the Board that was shown to the City Council at their meeting on July 12th. City Administration has created a Retention and Recruitment Employee Committee that are looking into options for City employees. The Council are going to proceed with the proposal to provide a retention stipend to employees with the money coming from the ARPA funds.

C. Summer Programs and Staffing Update

Britton and Borgmeyer updated the Board on 2022 summer programs and staffing updates. The Board had some questions about aquatics staffing numbers and how the zip code restriction had impacted attendance and revenues. Staff provided response and also informed the Board that they are currently looking for new/other ways to attract and retain seasonal employees for the 2023 day camp/ aquatics season.

7. Meeting Minutes:

A. Parks & Recreation Board Meeting Minutes June 15, 2022*

B. Parks & Recreation Board Work Session Meeting Minutes July 6, 2022*

Childress made a motion to approve the meeting minutes as amended; seconded by Peluchette.

8. Consent Agenda (Items to be received):

The Consent Agenda was then addressed, which included the following:

- A. Calendar
- B. Financial Statement
- C. Accounts Receivable Report
- D. Project Report
- E. Financial Transactions from \$7,500 to \$10,000
- F. Oak Grove Cemetery Report

Childress made a motion to approve the consent agenda; Seconded by Peluchette.

9. Items Removed from the Consent Agenda: None

10. Presidents Announcements and Reminders:

Ryan informed the Board of the passing of former Parks and Recreation Board Member and President T J Slattery's father.

Ryan also asked the Board that if there any items on the agenda where they have questions or concerns to reach out to Britton and/or Atkinson to ask those questions before the meeting. That way staff have a chance to research and prepare an informed response if needed for the meeting date.

11. **Directors Report:**

A. **Thank You's (As Available)**

B. **Community Outreach Update**

C. **General Department Update**

Britton highlighted the thank you note about the Parks Memorial Program.

12. **Board Member Announcements and Reminders:**

Peluchette asked about the irrigation schedule for Blanchette Park.

Childress asked about when the hiring process begins/ends for aquatics.

13. **Council Liaison Announcements and Reminders:** None

14. **Park Board Liaisons Comments**

A. **Foundation Report:** None.

B. **Legislative Report:** None.

At 6:51pm Childress made a motion to go into Closed Session to discuss the following:

C. Hiring, firing, disciplining or promoting of particular employees when information relating to the performance or merit of individual employees is discussed or recorded. (RSMo 610.021.3)**

Seconded by Smith.

Roll Call vote: Patrick Caskey - Absent, Denise Childress- Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Tuss Peluchette Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tom Smith – Yes. Motion passed.

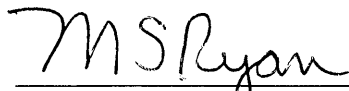
At 7:00 pm Peluchette Made A Motion to come out of Closed Session. Seconded by Mudrovic.

Roll Call vote: Patrick Caskey - Absent, Denise Childress- Yes, Mike Hannegan - Yes, Brad Harmon – Yes, Kathy Mudrovic - Yes, Tuss Peluchette Yes, Mike Ryan - Yes, Merle Schneider - Yes, Tom Smith – Yes. Motion passed.

As there was no further business to discuss Peluchette moved for **Adjournment** at 7:01 pm;
Seconded by Childress.

Meeting: July 20, 2022

Respectfully Submitted,



Mike Ryan - President



Denise Childress - Secretary