

Approved 2/14/18

KEEGO HARBOR PARKS AND RECREATION COMMISSION  
KEEGO HARBOR CITY HALL  
7:00 P.M. January 10, 2018 MEETING MINUTES

**CALL TO ORDER:** Chairperson Ellie Gerard called the meeting to order at 7:00 PM.

ROLL CALL:

Present: Chairman Ellie Girard, Vice Chairperson Val Green, Treasurer Dan Harrington, Secretary Leslie Clark, Commissioners Sue Murphy, Patricia Ostroske, Amanda Witkowski, Angelica Arens

Absent: Commissioner Kelly Lindberg

Alternates Present: Jan Hager

Staff Present: Interim City Manager Linda Voll, Council Liaison Council Member John Newberry

**MOTION** by Treasurer Harrington, seconded by Commissioner Ostroske to excuse the absence of Commissioner Lindberg

**Ayes:** Unanimous      **Nays:** None      **Motion Carried**

**MOTION** by Treasurer Harrington, seconded by Commissioner Ostroske to seat Alternate Commissioner Hager

**Ayes:** Unanimous      **Nays:** None      **Motion Carried**

PUBLIC COMMENTS: NON-AGENDA ITEMS ONLY: Open the meeting to the floor. None. Meeting closed to floor.

CONSENT AGENDA:

The minutes of the November 8, 2017 Parks & Recreation Commission meeting were reviewed. The financial statement as of 10/31/2017 was reviewed.

**MOTION** by Chairperson Girard, seconded by Commissioner Clark to approve the Consent Agenda

**Ayes:** Unanimous      **Nays:** None      **Motion Carried**

REGULAR AGENDA:

Old Business:

1. **Roosevelt Halloween Parade – Unnecessary item, stricken from agenda as covered at November 2017 meeting.**

2. **Recreation Passport Grant Update**

Commissioner Clark presented the current status of the project. Some implementation activities are deferred until spring. All of the bills are in and paid, all funds have been spent. The reimbursement process will begin once the payment checks have cleared. Commissioner Clark will work with City staff on that process.

New Business:

1. **2018 Meeting Calendar**

The meeting calendar was reviewed and stands as printed with 12 meetings scheduled. The area social calendar was also reviewed. Commissioner Ostroske will update the document with the schedule for activities planned by area organizations to facilitate our scheduling of new or existing events. A subcommittee to review event ideas early in the year was discussed. Subcommittees of 4 or less do not need to be public meetings. Meetings can be held at City Hall. No subcommittee was formed at this meeting.

2. **Casino Trip**

A Casino bus trip will be run again this year following last year’s successful outing. Councilman Newberry presented the dates and times available for a late-winter trip. The best option is Saturday April 14 noon-5. There is a Tiger game that

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day but no other conflicts we are aware of. Councilman Newberry will make the reservation. Whether a restaurant stop will be included, which restaurant, and whether or not there will be a fee will be decided at the February meeting.

**MOTION** by Commissioner Clark, seconded by Treasurer Harrington to request City Council to approve the expenditure of SMART bus credits for up to three buses for a trip to the Greektown Casino on Saturday April 14<sup>th</sup>.

**Ayes:** Unanimous      **Nays:** None

**Motion Carried**

**3. Bumper Stickers – Tabled due to absence of Commissioner Lindberg**

**4. Tee Shirt Sales**

We presently have nothing to sell in the way of shirts. Chairperson Girard presented two sample sparkly hoodies which she purchased through Barb Nordeen as options to be embroidered with our city logo by Barb at no cost. These cost more than plain cotton/poly hoodies or pullovers. We would need both kinds as the sparkly ones only appeal to women. Chairperson Girard will get figures on the cost break for quantities. A decision was tabled until the next meeting.

**5. Cookbooks – Unnecessary item, stricken from the agenda.**

**6. Treasurer’s position**

The treasurer’s position has, in recent years, involved no actual duties. All accounting was handled by the deputy clerk or interim city manager. Linda Voll has indicated an interest in turning over the task of maintaining the P&R budget report to the P&R Treasurer. This can be done by exchanging emails and spreadsheets with city staff. Meanwhile, Treasurer Harrington has indicated a willingness to turn over this role to anyone with an interest and a working computer. Elections will be held in March at which time a new treasurer may be chosen.

**7. Holiday Decorating Awards**

The distribution of the December 2017 Holiday Decorating Awards was reviewed. They were done late, due to weather. There was also a shortage of signs. New signs will be needed before next December. The stiffer U-leg type work best with frozen conditions. The spring beautification awards were also discussed. We plan to recognize spring cleanup and bulbs this year, so this will be on the April meeting agenda.

**NEW COMMISSIONERS**

Our two newest members, Amanda Witkowski and Angelica Arens, introduced themselves and told us a bit about which areas and activities interested them most. We are delighted to have a full slate of commissioners and welcome them both, and encourage them to jump right in.

**February Agenda:** Event Subcommittee; Area Event Calendar; Casino Trip; Egg Hunt; Bumper Stickers


**March Agenda:** Annual parks assessment; Casino trip; Egg Hunt; Election of officers

ADJOURNMENT:

**MOTION** by Treasurer Harrington, seconded by Commissioner Clark, to adjourn the meeting at 8:10PM.

**Ayes:** Unanimous      **Nays:** None

**Motion Carried**

  
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Ellie Girard, Chairman

  
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Leslie Clark, Recording Secretary