

## **FEBRUARY 13, 2017 RAMBLING RIVER CENTER ADVISORY BOARD MEETING MINUTES**

**1. Call to Order:** Meeting was called to order by Schmidtke at 9:30am. Quorum was present.

*Members Present: Roger Wood, Kay Bennett, Fred Schmidtke, Marjorie Koski Pennie Page and Blanche Reichert*

*Members Absent: Marilyn Briesacher*

*Others Present: Parks & Recreation Director Randy Distad and Recreation Supervisor Missie Kohlbeck*

### **2. Approve Agenda**

*Motion made by Bennett to approve the February 13 2017 meeting agenda and seconded by Wood. APIF. Motion carried.*

### **3. Approve Minutes**

*Motion made by Wood to approve the January 9, 2017 meeting minutes and seconded by Bennet APIF. Motion carried.*

### **4. Presentation**

#### **A. Introduction of New Member**

*Pennie Page introduced herself as the new Advisory Board member. Advisory Board members introduced themselves and welcomed Pennie to the Advisory Board.*

### **5. Business Items**

#### **A. 2017 Arts and Crafts Sale**

*Briesacher checked with Subway about sandwiches. It would be \$34 for 15 sandwiches and 3 dozen cookies thrown in. The RRC will buy water and chips and bundle as meals. Meals will be sold for \$5 that is a \$1.73 profit per meal. Staff and Bennett are schedule to attend other arts and craft fairs to solicit additional crafters and promote our sale. Advertising will include banners and flyers at other senior centers. Save the date cards, H-signs on corners, city publications and social media will also be used to promote this event.*

#### **B. Election of Officers**

*Schmidtke called for nominations for the Chair position. Bennet nominated Schmidtke and it was seconded by Wood. Schmidtke called for additional nominations. Koski nominated Reichert. Reichert declined the nomination. Schmidtke called for additional nominations and there were none. Moved by Wood and seconded by Koski to close nominations. APIF. Motion carried. Vote was 7-0 in favor of Schmidtke as Chair.*

*Schmidtke called for nominations for the Vice-Chair position. Bennet nominated Wood and seconded by Reichert. Schmidtke called for additional nominations there were none. Moved by Bennett and seconded by Koski to close nominations. APIF. Nominations were closed. Vote was 7-0 in favor of Wood as Vice-Chair.*

#### **C. Equipment and Furniture Purchases**

*Staff would like to invest in chair dollies instead of chair carts. Staff also requested to purchase matching bookcases to complete the Jerry Ristow Library. Motion by Reichart to spend up to \$1,000 on bookcases and purchase chair dollies and seconded by Koski. APIF. Motion carried.*

#### **D. Evening Program Proposal**

*Recreation Supervisor Kohlbeck informed Board members that since general and fitness memberships have been combined there have been more people joining. There is interest from members who still work during the day to have the fitness room open longer. A small group of them are willing to volunteer their time to keep the fitness room open longer on the weekdays. The group has offered to keep the fitness room open from 3:30 to 6:30 pm on Tuesday and Thursday evenings. Motion by Koski that volunteers may keep the JBM Fitness Center open on Tuesday and Thursday until 6:30 pm through May on a conditional basis and if there is no volunteer present it cannot remain open. It was seconded by Reichert. Bennet commented she would be willing to help if the group had difficulty finding a volunteer. APIF. Motion carried.*

#### **E. Membership for People Under Age 50**

*Clubs that participate at the RRC such as Model Train Club, Lady Slipper Garden Club and others have club members under the age of 50. Staff asked the RRCAB if they would be interested in considering an additional tier of membership for those people who do not qualify as a regular member due to their younger age or should they just continue to pay the \$3 per visit fee? Discussion among RRCAB member was that those under age 50 definitely should not have access to Jack and Bev McKnight Fitness Center. Motion by Wood to table and have staff research as to whether this issue has come up at other senior center and bring back this information at a future meeting. Motion was seconded by Bennett. APIF. Motion carried.*

#### **F. Rentals**

*Information was presented about the inconsistency of when rental payment and damage deposits occur and when refunds are given at the RRC. General direction was to clean up rental language to have cancellation policy and payment policy both occur at 21 days. Advisory Board requested staff to research other city's rental policies to see if the RRC is consistent with the cancellation amounts other communities have in their policy. Recommendation was also made to remove plate and glassware being included with the rental.*

#### **G. Science Fair Judge Requests**

*Staff made Advisory Board members aware of Akin Road Elementary School's request for Science Fair judges. Bennett said she would be interested and requested staff provide her with the direct phone number of the teacher who requested this.*

### **6. Discussion Items**

#### **A. Community Expo**

*Community Expo went well and next year staff is planning to have a new display board for the RRC.*

#### **B. Farmington VFW Steak Fry**

*The Farmington VFW gave the RRC a check for \$800 from the annual Steak Fry for providing volunteers to help with the event that was held on January 21, 2017.*

### **7. Staff Report**

#### **A. Recreation Supervisor Vacant Position**

*Interviews have been completed and a recommendation to hire a new Recreation Supervisor has been made to the City Council.*

**B. Park Master Plans**

*Prairie Pines and Marigold Park Master Plans will be reviewed and approved by the City Council.*

**C. Volunteer Bus Driver**

*The RRC has a person interested in acquiring the proper driver's license to driver the city's bus. This person will then volunteer their time to drive the bus for various trips when needed.*

**8. Commission Roundtable**

**Koski** – *Is willing to help at the Arts and Craft Sale and will let Shelley know.*

**Page** – *nothing*

**Wood** – *nothing*

**Reichert** – *nothing*

**Schmidtke** – *nothing.*

**9. Agenda Items for March 13, 2017 Meeting**

*A. Arts and Crafts Sale*

*B. Fundraising Activity Review*

*C. Tea*

*D. Membership*

*E. Rental*

**10. Adjourn**

*Motion by Wood and seconded by Koski to adjourn the meeting. APIF. Meeting was adjourned at 10:35 a.m.*

*Respectfully Submitted*

*Missie Kohlbeck*

*Recreation Supervisor*