

**CITY OF HANOVER
PARK BOARD MEETING
AUGUST 27, 2013 - OFFICIAL MINUTES**

Call to Order/ Pledge of Allegiance: 7:00 p.m.

The Regular Park Board Meeting of Tuesday, August 27, 2013 was called to order at 7:00 p.m. by Chair Melissa Thompson. Park Board members present were Melissa Thompson, Tom Gleason, Abby Peterson, and Arlee Anderson. Also present were City Council Liaison Wendy Pinor, City Clerk/Asst. City Administrator Annita Smythe, and Receptionist/Accounting Clerk Nancy Schmitz.

Set Agenda

MOTION by Thompson to approve the agenda, seconded by Gleason. Motion carried unanimously.

Approval of Minutes from July 23, 2013 Regular Meeting

MOTION by Gleason to approve the minutes of July 23, 2013 as presented, seconded by Anderson. Motion carried unanimously.

Open Forum:

No one was present to address the Park Board in the open forum.

Unfinished Business:

Movie in the Park

Gleason gave a review of the event. The event was held outside, with approximately 35 people attended. The Board speculated that the heat kept the numbers down. There were not any concessions, but no one asked about the lack at the event. Member Peterson turned in concession funds from the earlier movie event. The sales were not significant, but will be turned back into the budget. Chair Thompson suggested the Board consider cutting back to one movie event next year, given low turnout, but the Board felt that weather was a big factor this year. They will revisit this question sometime next year. Liaison Pinor suggested having the event dates on the Fire Department calendars could increase attendance. The Board plans to choose next year's dates at the next meeting.

Update on Concert in the Park

Member Peterson was brought up to speed on the total donations, which are now at \$1,700. She will contact the bands about availability and communicate to staff. After the meeting, Peterson confirmed the Whitesidewalls were confirmed for the chosen date of September 29, 2013. They required a deposit of \$850, which staff has included in the Council's claims for the September 3, 2013 meeting. The event will be from 6:30 – 8:00 p.m. outside City Hall. There was some discussion of having more concert events in the future, subject to donations. The Board will discuss further at a future date.

Park Board By-Laws

City Clerk Smythe brought the updated by-laws, including the changes suggested at the last meeting. The Board suggested changing the word "Council" to "Park Board" in the first paragraph, as it made more sense to Members.

MOTION by Peterson to approve the new Park Board by-laws, as amended, seconded by Anderson. Motion carried unanimously.

New Business:

Tree Planting Seminar

City Clerk Smythe explained that staff had been contacted by Ms. McDaniel regarding holding a tree planting seminar this fall. Members noted the spring Tree Pruning seminar was well-attended, and agreed a fall seminar was a good idea. Staff will coordinate and report back.

Reports:

Member Gleason reported that the Zoomobile was on for August 28, 2013, but would be held inside due to heat. Staff will place signs and update the web and Facebook to alert residents of the changed location.

Member Peterson wanted a follow-up on the pavers that were discussed at an earlier meeting. City Clerk Smythe explained that staff had located the blank order forms, but had not located any unfilled orders. In addition, staff is having difficulty determining if payment was received, as we don't know who the checks were from or the timeframe when they were submitted. Staff and Member Peterson will both attempt to follow-up with Historical Society members for more information.

Adjourn:

MOTION by Thompson to adjourn at 7:55 p.m., seconded by Gleason. Motion carried unanimously.

Attest:

Annita Smythe, City Clerk/Asst. City Administrator