

**CITY OF HANOVER  
PARK BOARD  
February 28, 2012  
Unapproved Minutes**

**MELISSA THOMPSON-CHAIR  
LISA MCGUNNGLE – VICE-CHAIR  
TOM GLEASON**

**ANDREW STARNER  
ABBY PETERSON  
LIAISON – WENDY PINOR**

Thompson called the regular Park Board meeting of February 28, 2012, to order at 7:03 p.m. followed by the Pledge of Allegiance. Present were members Thompson, McGunnigle, Gleason, Starnier and Peterson. Absent was Liaison Pinor. Also present was Secretary/Receptionist Herwig. Guests present included, but may not have been limited to, Council Member Vajda and Mayor Waters.

**Call to Order**

**Oath of Office**

Thompson introduced the agenda item. Vajda administered the oath with Gleason and Peterson. Vajda thanked Gleason and Peterson for their commitment to serving another term on the Park Board.

**Oath of Office**

**MOTION** by Thompson, seconded by Gleason, to approve the meeting agenda of February 28, 2012.

**Approval of Agenda**

Voting aye: Thompson, McGunnigle, Gleason, Starnier and Peterson  
Voting nay: none. Motion carried 5:0.

**MOTION** by Peterson, seconded by McGunnigle, to approve the minutes of the November 22, 2011, regular meeting as presented.

**Approval of Minutes**

Voting aye: Thompson, McGunnigle, Gleason, Starnier and Peterson  
Voting nay: none. Motion carried 5:0.

**Election of Officers**

**Election of Offices**

**MOTION** by Gleason, seconded by Starnier, nominating Thompson as Chair.

Voting aye: Thompson, McGunnigle, Gleason, Starnier and Peterson.  
Voting nay: none. Motion carried 5:0.

**MOTION** by Thompson, seconded by Gleason, nominating Peterson as Vice Chair.

Voting aye: Thompson, McGunnigle, Gleason, Starnier and Peterson  
Voting nay: none. Motion carried 5:0.

Vajda congratulated Thompson and Peterson on their appointments.

**Open Forum**

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Mayor Waters thanked the Park Board members for their commitment,

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time and devotion as Park Board members. He said that he has a few items he would like to discuss with the Park Board.

He reported that he has contacted Comcast to request the business sponsor the Movie in the Park events. He said he has not received an answer and will report back after he hears from Comcast.

He said two years ago baseball benches were received for Settlers Park. He suggested the members may want to make this a 2012 project to install the benches utilizing volunteers with the construction and maybe to include a cement slab and possibly some sort of enclosure.

Waters said in 2005 and 2007 there were community surveys for residents to complete asking what amenities are important to the residents of the City. Vajda suggested looking at the surveys at the next Park Board meeting.

Waters listed the top amenities from the results of the surveys. He said the City has a year subscription to Survey Monkey program which could be utilized for the survey.

Waters provided an updated overview to the members of the trails, grants, and Historical Bridge information.

**Unfinished Business**

**Schedule 2012 Park Event Dates**

Thompson introduced the agenda item. She said at the last meeting the agenda item was tabled for further discussion. She said that Peterson volunteered to contact other organizations in the community to gather information on their events and dates as not to duplicate or compete with other organizations.

Peterson reported she spoke to a few organizations to find out that the dates for their events have not been scheduled. She suggested coordinating with the organizations to enhance and/or support their events.

Thompson suggested assisting the organizations with communication of the events to the community and possibly co-hosting with the organization.

The two programs, Reading in the Park and Crafting in the Park were discussed, noting that the programs are not being recognized as the City/Park Board programs.

**Unfinished Business**

**Schedule 2012  
Park Event Dates**

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McGunnigle suggested hanging a banner during the events announcing that the City/Park Board is the sponsor of the two programs.

Peterson offered to talk to a local business to see if there is a way to obtain a free banner announcement noting the City/Park Board sponsorship of the event.

Vajda asked Thompson if she is usually present at each program event. Thompson affirmed she usually is. Vajda suggested Thompson could make an introduction announcement at the beginning of each program event.

Thompson stated she would be contacting people to set up dates for them to read this year at the Reading in the Park program.

Gleason stated he would like to read a book at one of the event dates for the program.

Gleason stated he would contact the Minnesota Zoo and schedule the Zoomobile event for Wednesday, July 18, 2012 at 7:00 p.m.

Gleason suggested coordinating a Zumba class. Peterson suggested the event could be citywide in an effort to beat the Guinness Book world record. She said she would gather information on Zumba classes.

By discretion of Chair Thompson the item would not be tabled to the next meeting.

No action taken.

**New Business**

**Spring Social–Open House**

Thompson introduced the agenda item.

Vajda informed the members that an open house is being planned for April 21, 2012 from 10:00 am to noon for the community. He provided a brief overview of the event. He suggested the members display a large map with the parks and trails highlighted for the public to view. He said the members could promote the planned program events listed on a flyer to handout. He suggested one or two people could volunteer to cover the booth during the open house event. He said at the next Park Board meeting, the 2007 Survey could be included as an agenda item to revise and possibly handout the revised survey at the Open House or do another City wide mass mailing and to include on the website and Facebook. He said the results of the survey may give the members more ideas.

**New Business**

**Spring Social-  
Open House**

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Peterson stated she will be working at the Community Garden booth at the Open House.

Thompson suggested park and trail maps could be handed out at the event.

Peterson suggested a progressive park hop.

Vajda explained how other cities event starts at one park and the participant are given a rhyme or riddle type of clue to locate another park. He said at each park a clue is given until you end up at the last park where refreshments are being served.

McGunnigle suggested an example could be of a park passport event.

Waters stated his company donated \$500 for bike helmets for the grand opening of the trail. He said there is a balance of \$170. He suggested using the remaining money for bike helmets for a drawing at the open house.

Gleason volunteered to work with staff on a large map to display. Thompson volunteered to work on smaller maps to handout. Gleason and Starner volunteered to work on the display for the booth.

Waters suggested including the Adopt A Park flyer information.

By discretion of members the item will be included as an item for the next regular meeting scheduled March 27, 2012.

No action taken.

**Movies in the Park-Saturday, June 23 and August 25**

Thompson introduced the agenda item.

The members discussed choices of movies being Puss in Boots, Dolphin Tail, Smurfs, and Zookeeper.

Peterson stated the City of Osseo plays movies once a week for adults.

**MOTION** by Peterson, seconded by Thompson, to approve movies on Saturday, June 23, 2012 as Puss in Boots and Saturday, August 25, 2012 as Zookeeper.

Voting aye: Thompson, McGunnigle, Gleason, Starner and Peterson.  
Voting nay: none. Motion carried 5:0.

**Movies in the  
Park-Saturday,  
June 23 and  
August 25**

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**Easter Egg Hunt-Saturday, April 7**

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Saturday, April 7**

Thompson introduced the agenda item.

Thompson stated she would request to use the megaphone from the Hanover Fire Department. She said she would be making a request to the Hanover Lions for financial assistance with the event this year for the prizes and candy.

Members reviewed last year's event notes/proposed ideas.

Peterson noted she has the bright color banners with the age groups identified for volunteers to hold. She mentioned the prizes could be ordered from Oriental Trader depending on the budget. She suggested parents donating items for the event.

Starner suggested the members of the Park Board applying for a donation from Walmart. He said the donation applications are at the service desk in Walmart.

Waters questioned the members what do they estimate as a needed budget for the event. He questioned if the Park Board has a budget for the supplies.

Vajda informed the members of the next Council meeting dates.

Peterson provided an overview of the 2012 planned events budget.

**MOTION** by Starner, seconded by Gleason, to recommend Council authorize approval of funds to support up to the amount of \$400 for the Easter Egg Hunt event.

Starner volunteered to draft a memo requesting Council's approval of the recommendation for staff to include in the Council's agenda packet for the next meeting held Tuesday, March 6, 2012. He stated he would submit to staff no later than Wednesday night. He said he would locate safety vests for the members and volunteers to wear for identification of the volunteers.

Peterson volunteered and suggested other members to recruit additional volunteers. She told the members to keep the morning open to assist with the event. She said that at the next meeting each member will receive eggs to take home and fill with candy.

Gleason will contact the Dairy Queen for donations.

McGunnigle said she will go to Perkins and McDonalds to request donations or coupons.

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Thompson said she will request donations and or coupons from Andy's Pizza. She said she has a list of people she will contact to see if they would assist as volunteers. She mentioned advertising the event on the Hanover website, the Hanover e-mail subscribers, Bankwest sign, the sign at the Hanover Elementary School, and Facebook. She asked Waters if he would volunteer as the Easter Bunny.

Waters responded he is willing to volunteer as the Easter Bunny for the event.

**Reports & Announcements**

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**Park Board Reports**

Thompson

- Reported the Hanover Youth Ball has a website, [www.hanoveryouthball.org](http://www.hanoveryouthball.org) for additional information. She noted the next sign up is at the Hanover City Hall, March 17 from 9 a.m. to 1 p.m.

McGunnigle

- No report.

Peterson

- Reported on the donated bulbs for the Community Garden that Starner received from Walmart. She thanked Starner and Walmart for the donated bulbs. She noted that the Community Garden committee members are storing the bulbs at their homes until the bulbs can be planted. She said Tim Zimmerman has volunteered to donate plants and planting time. She said depending on the amount of time Zimmerman's has, she would like to see if the Sentence to Serve program would be able to assist him with the planting. Vajda suggested contacting the local girl scout troop for assistance with the planting and/or weeding. He said the girl scouts look for events to provide support to the community.

Starner

- No report.

Gleason

- No report.

**Liaison Report**

- No report.

**Staff Report**

- Herwig reported the Tobacco Free Policy was approved by Council. She said that staff has the signs to post in the parks and on the trails. She said that the policy will be posted as stated in the policy.

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Vajda suggested including the policy at the Open House Park Board booth.

**Adjournment**

**MOTION** by McGunnigle, seconded by Peterson to adjourn the Park Board meeting at 8:27 p.m. Motion carried unanimously.

**Adjournment**

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**Lori Herwig, Secretary/Receptionist**