

PONCHATOULA AREA RECREATION DISTRICT #1

CHARIMAN AND BOARD

The PARD # 1 held a regular meeting on Thursday, December 17, 2015. Rocquin called the meeting to order at 6:42 p.m. and the roll was called.

Present: Rocquin, Fletcher, Kennedy, Palmer

Absent: None

After reviewing the November 19, 2015 regular meeting minutes, Palmer made a motion to accept the minutes as written. Fletcher seconded the motion. There being no discussion, all board member present were in favor and the motion passed.

After a review of the financials provided by Martin, Kennedy made a motion to accept the financial review report. Palmer seconded the motion and all board members present were in favor and the motion passed.

Rocquin reported to the Board that Stevens was out of town but had received price quotes for the 6ft fence and handicap ramps. Lights on 4 plex is complete and payment will be made to Millerco, Inc. in January. Drainage work on football field, 4 plex baseball, and front of park will be done after January. Galatas will individually price the 3 project so no single project will be over \$5,000.

Rocquin announced that payroll checks are being issued by Nexchex, delivered by FedEx and distributed to employee. All employee received their raised before end of the year.

Rocquin announced the two new hires, Charlotte Martin, Executive Secretary/Board Secretary and Marie Lewis, Reception/Secretary are officially employed. He expressed a special thank you to Tisha for her help and support during the hiring process.

Jim Ryan, Financial advisor with Government Consultants of LA, will refinance PARD bonds at no cost to the board with a saving of approximately 6,000. Per year. The official refinance will take place next Tuesday, Dec. 22, 2016.

Rocquin discussed that Stevens has an opportunity to buy an automatic blade sharpener from Grass Master for approximately \$1000. This is a cost saving of about 1/3 cost of a new blade sharpener. Rocquin suggested to purchasing a cutting torch. Kennedy will discuss with Stevens the exact needs of the cutting torch before purchase. Purchase will be from next year's budget.

Martin stated as a full time employee she would be eligible for benefits on March 1, 2016. Charlotte announced she was happy to join PARD 1 and working with the board.

Rocquin went over a report provided by the Athletic Coordinator. Basketball practice is active and games begin on January 8, 2016. Basketball will sign a Cooperative Endeavor Agreement for the new season. The Ponchatoula Youth Baseball/Softball held a meeting on Dec. 1 and uniform bids were awarded to Connie's Impressions for t-ball and coach pitch and to Gator Graphic for all other uniforms. It was so discussed that a, out of district registration fee of \$25.00 per family would be effective January 2016. Fletcher stated that all spots boards should make it clear that the out-of-district fee is only for out-of-district and that PARD is not collecting money from families in the district.

Athletic Coordinator had a request to offer Tai Chi classes for 6 weeks to see if there is interest from the community. Classes would be on Monday morning at 8:30 a.m. beginning January 11, 2016. Rocquin asked for a motion to allow Tai Chi in the park. Fletcher made a motion to allow Tai Chi and motion was seconded by Kennedy.

The Board discussed rental agreement for basketball courts should to be revised for USA Basketball Camp and other for-profit organizations. The price structure and hourly charge for tournaments and camps will be different from regular court fee and the hourly wage for one PARD staff and security fee be included in the agreement. Fletcher suggested to compare prices quotes from other area courts like the Pennington Center and Pard in Denham Springs for courts fees. The use of the concession stand will be another \$100.

Security cost at games remain the same. Each sport paying for the time used to play their game. The out of district is on the honors system.

Rocquin reported that Tangipahoa Clerk of Court, Julian Dufreche, requested the use of the gym and events building for voting precincts for the general election on April 9, 2016. Due to the general election being scheduled for the weekend of Strawberry Festival all voting precincts in Ponchatoula be moved to PARD for this one election. Voting machines will be secured and a PARD employee will be on-site at all times. Jacob, Tisha & Sean will share responsibility the day of election and their salary will be paid by the Clerk of Court. PARD will be reimbursed by the Clerk of Court for employee time on the day of voting. Fletcher made the motion to allow the facility to be used for voting, motion was seconded by Kennedy. All board members were in favor and the motion passed.

Rocquin asked for a motion to add Martin to checking account at First Guaranty Bank. Fletcher make motion and it was seconded by Palmer. Motion approved.

Fletcher presented the Technology report. New computer equipment for the office and iPad's for board members are order. All computers will be paid for out of next year's budget. Fletecher requested \$20,000 for the technology budget to cover new phone system, iPads, internet connection for time clocks in shop and Stevens's office, and expand Wi-Fi coverage to

more of the park area. A new line item for technology expense will be add to the budget with \$20,000. adjusted from capital outlay. Rocquin stated that the 2016 budget will also be amended to reflect an additional \$56,000. from WalMart. Palmer seconded the motion. There being no further discussion, all board members present were in favor and the motion passed.

iPads being issued to board members for communications purposes was discussed. All policy, budget reports, agendas and other communications would be delivered electronically prior to the monthly meeting. A motion was made by Kennedy and seconded by Palmer for board members to receive iPads. All in favor and motion passed.

Fletcher made a motion to adjourn. Kennedy seconded the motion. There being no discussion, all board members present were in favor and the motion passed. The meeting adjourned at 7:48 p.m.

Ronnie Rocquin, Chairman

Charlotte Martin, Board Secretary