

PONCHATOULA AREA RECREATION DISTRICT #1

CHAIRMAN AND BOARD

The PARD # 1 held a regular meeting on Thursday, September 21, 2017. Rocquin called the meeting to order at 6:30 p.m. and the roll was called.

Present: Byers, Kennedy, Palmer, Rocquin

Absent: Fletcher

Guest: S. Scudari, D. Steadman

Ronnie Rocquin asked to begin the meeting with guest, Don Steadman. Steadman, a retired risk manager specialist for BREC, Baton Rouge Recreation, addressed the issue of community growth and the recreation needs that comes with a growing community. He encouraged PARD to expand its area of operations to more locations, particularly addressing the Bedico Community. Stating the importance of meeting recreation needs of all ages in the community from pre-schools to senior citizens. Steadman offered his expertise and support with further park development and thanked the board for the time to speak.

Gym Supervisor, Scudari proposed a rule change for gym concessions in allowing food into the stands during games. He elaborated on his plan to collect trash throughout the game and work with the basketball board for a smooth transition for eating in the standing. Board discuss no outside food be allowed into the gym during the games. Scudari stated basketball board and gym management will work together in the effort to allow concession refreshment in the stands. Palmer agreed with Scudari's proposal and Byers agreed it was gym manger decision to give it a try. Motion was made by Byers to accept Scudari's proposal to allow concessions in stands, seconded by Kennedy. Motion passed.

After review of the August 17, 2017 regular meeting minutes, Palmer made a motion to accept the minutes as written. Kennedy seconded the motion. There being no discussion, all board members present were in favor and the motion passed.

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

Drake, proposed the PARD employee handbook to board. After the board review some changes will be make and revised handbook will be delivered to all board members prior to the next meeting date.

Rocquin explain the property discrepancy of walking track partially located on adjacent property owned by an individual. Land owner is understanding and communication is underway.

Rocquin called for a recess and motion for an executive session. Byers made a motion for board to go into executive session. Kennedy seconded the motion. There being no discussion, all board members were in favor and the motion passed for executive session at 7:10 p.m.

Rocquin called for a vote to continue regular session. Palmer made a motion to resume regular meeting. Kennedy seconded the motion and all board members present were in favor and regular meeting resumed at 7:22 p.m.

Martin discussed cyber liability insurance coverage for PARD to cover incidents that involve electronic hacking and online activities, including private data and communications. Drake recommended the addition of cyber liability coverage. Palmer made motion to adopt additional insurance. Byers seconded the motion. All board members present were in favor. Motion passed to enforce cyber liability insurance effective September 29, 2017.

Martin read the Youth Sports Program report prepared by Tisha Smith. Ponchatoula Youth Softball registration was extended due to lack of registration. In the 7/8, 9/10 and 11/12, fall softball for those age divisions were cancelled. The 13-18 girls had enough for 4 teams to play a fall session. Ponchatoula Youth Fall Baseball registration closed with enrollment at 165. The 13/14 boy age division was cancelled due to lack of participants. Ponchatoula Youth Volleyball 2017 enrollment closed with a total of 88 participants, with 4 teams per age division. Games are scheduled for Oct. 3-Nov. 9, 2017. Adult Pickle was moved to Tuesday and Thursday and has been successful.

Under the Park Manager Stevens announced new led score boards for football and baseball fields are in production with scheduled date of Oct 23rd for installation. Football scoreboards will be the first to be installed. Current football scoreboard are under repair by Nevco and will be operational for start of 2017 season. Automatic lift and safety belts on basketball goals in gym are scheduled for inspection within the next few weeks. Stevens discussed issue of football and fall baseball use of practice fields. Practice fields priority is with PARD league teams. Signage listing new rules will be posted on practice fields. Travel ball practice need to be scheduled through the office with proof of insurance on file.

Rocquin requested a part time human resources position to provided written policy and procedures for chairman and board members. Drake reminded board of their responsibility to preform due diligence before any contracts or employment are put into place. After further discussion Rocquin proposed budget adjustment for a line item for contract employees. Byers made a motion for budgetary adjustment of \$10,000. from capital outlay expense to contract work. Kennedy second the motion. All board members present were in favor and the motion passed. Another motion was made by Byers and seconded by Kennedy to contract a HR

position to provide bylaws for board and chairman within a maximum of 100 hours. All board members present were in favor and the motion passed.

Rocquin stated office space for Scudari is completed and invited board to view. Storage room for office records and materials is underway and will be completed soon.

Byers 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 8:04 p. m.

Ronnie Rocquin, Chairman

Charlotte Martin, Secretary