

**Park, Recreation and Urban Tree Board Meeting Minutes  
September 17, 2018**

- 1) Call to Order and Roll Call – *Chairman Jack called the meeting to order at 6:30 p.m. with roll call:*

<b><i>Present</i></b>	<b><i>Absent</i></b>
<i>Connie Bailey</i>	<i>None</i>
<i>Ashley Baldwin</i>	<b><i>Others Present</i></b>
<i>Matt Gehl</i>	<i>Brenda Stumpf, Rec Coordinator</i>
<i>Tom Jack</i>	<i>Kathy Mader, Finance/Utility Clerk</i>
<i>Ned Marks</i>	
<i>Ruth Sprangers</i>	
<i>Rich Storey</i>	
  
- 2) Pledge of Allegiance - *Recited*
  
- 3) Approval of the Agenda – ***Storey moved to approve the agenda. Bailey seconded. Motion Carried.***
  
- 4) Approval of Minutes: August 13, 2018 – ***Gehl moved to approve the August 13, 2018 special meeting minutes. Bailey seconded. Motion Carried.***
  
- 5) Registered Citizen Comments on Agenda Items – *None*
  
- 6) Chair’s Report – *Jack welcomed Ashley Baldwin as the new PRUT member. Jack said he received several positive reviews for the 50<sup>th</sup> Celebration event.*
  
- 7) Recreation Coordinator Report
  - a) Monthly Activity Log – *Reviewed.*
  
  - b) Past & Upcoming Events – *Stumpf stated the Warren’s Cranberry Bus Trip is scheduled for Saturday, September 29<sup>th</sup> with 26 attendants to-date. Fall Fest is scheduled for October 6<sup>th</sup> with 35 vendors signed up and possibly 5 more. The event is scheduled from 2 – 6 p.m. Entertainment is, also, scheduled for Fall Fest along with Rowland’s refreshments.*
  
- 8) Old Business:
  - a) 50<sup>th</sup> Celebration Update – *Stumpf shared several positive comments received on Facebook for the 50<sup>th</sup> celebration; discussed the detailed reports of expenses, revenues, and contributions for the celebration; and provided committee feedback regarding the celebration from the wrap-up meeting.*

*Gehl expressed his appreciation for the committee and volunteers who made the two-day celebration a success which included the entertainment, fireworks, and family activities provided.*

*Jack moved to recommend to TABLE decision to disburse payment to Kendra Van Camp until she provides detailed invoice, including time breakdown and specifics. Marks seconded. Motion Carried.*

9) New Business:

- a) Request to Waive Rental Fees; Wanick Park; Harbor House Domestic Abuse, Calumet County, October 1, 2018 – *Marks moved to recommend Approval to waive the rental fees but require the deposit. Storey seconded. Motion Carried.*
- b) Exhibition Center; December 1, 2018 – *Marks moved to recommend to DECLINE the December 1, 2018 date and request the \$500 set-up fee be refunded. Gehl added, as a possible alternative, have the date be made available, if permitted by FCEC, to the Sherwood non-profits i.e. Optimists or Lions for use. Storey seconded. Motion Carried.*

*All were in consensus that there is insignificant time to plan an event by December 1<sup>st</sup> of this year, especially after planning a entire year for the 50<sup>th</sup> celebration.*

- c) Budget FY2019 - Recreation Coordinator discussed the list of preliminary budget items presented. PRUT members are requested to email suggestions and comments prior to the October meeting.

10) Correspondences

- a) New PRUT Member, email 8-26-18 – *Ashley Baldwin introduced herself. She and her husband have lived in Sherwood for six years. They have two small daughters. Ashley works at the Fox Cities PAC. She looks forward to sharing her work experience and networking with the PRUT Board and the community.*

11) Adjournment – *Sprangers moved to adjourn at 8:02 p.m. Marks seconded. Motion Carried.*

Respectfully submitted for review and approval by Kathy Mader, Finance/Utility Clerk