

10 Jan 2015 Swansea Park Board Meeting Minutes

Norman Lehr Bldg, Mel Price Park

Members Present: John Budde Mike Koeneman Marilyn Neumeyer Ken Oesterle
 Lauren O'Neill David Seger Dale Flach Diane Wickline

Members Excused: Jim Beimfohr Larry Kania

President Mike Koeneman opened meeting with Pledge of Allegiance at 7:05 am, followed by discussion of Agenda items:

Approval of 13 Dec 2014 Minutes: motion by Ken Oesterle, second by Marilyn Neumeyer, to approve passed.

Santa House: 331 children visited Santa; 228 pictures were taken; \$1158 received for photos and \$98 in donations. Expenses: pictures \$505.98; Santa wages, \$198; gifts, \$93.28; misc., \$55. Total income: \$1256; total expenses: \$852.26; profit: \$403.74.

Marilyn thanked all who volunteered. All shifts were covered and both weekends were full. Santa house was opened for three weeks this year because of thanksgiving occurring so late in the month. Marilyn has a good supply of gifts and hand decorated ornaments to start next season due to her diligence in after Christmas sales. The children are always delighted with getting to pick an ornament from the tree and a toy from Santa's gift box. Mike commented on his family's experience with their first time service at Santa's house. They all had a great time being Santa's helpers and are looking forward to taking part again this year. Marilyn asked if more lights and decorations could be obtained to draw attention to our location and the big lighted sign be set up on 159 before Thanksgiving to remind everyone when Santa will be available in Mel Price Park.

Memorial Day Program: Color Guard from Scott AFB. Chorale singers from Westview Baptist Church. John will coordinate chairs and pavilion and speakers' podium, etc. that he has done every year. Dave and Dale offered to take care of grilling. Boy Scouts will place the flags again this year. We still need our main speaker and chaplain.

Door for Thomson Bldg Kitchen: John confirmed a locking door would be installed at the kitchen entrance. Discussion of increasing rental fee for kitchen use brought up many concerns: damage to new, expensive equipment; enforcement of rental rules, no police presence unless answering a complaint (at a recent party at Thompson Bldg neighbors were disturbed by loud music and loud noise for 2-3 hours without the responsible village resident present, loud noise after 11:00 pm, etc. A complaint to the police brought an officer to resolve the situation). Other general concerns: no accountability if damage occurs when more than one party uses a facility over weekend (no one is assigned to check condition of the facility after each event); lax on picking up and returning keys (no specific time); rental fees for all park buildings are too low when compared to other area parks; waiving rental fees; length of advance reservation time; and often recommendations made by the Park Board are not acted on by the Village.

Recommended actions: Motion by Marilyn, second by Lauren, "only reserving person to pick up key by 9:00 am and return by 11:00 pm on day of event. Otherwise, rental deposit will be forfeited." Motion passed.

Park Board requests that some easily visible system be maintained by administration office and dispatcher to see which keys are accounted for. Provided the dispatcher office with dates and names of facility renters, have a set of keys for each facility, and dispatcher remind the renter to return the key no later than 11:00 pm on the night of event. Request that a police officer check the facility if the key is not returned on time.

Inform renters if the key is not returned on time, and if a police officer is called to check the facility, for a complaint or unreturned key, the deposit will be forfeited and a damage assessment made.

Person renting a park facility must be the one picking up and returning the key, and remain on site for the duration of the event.

Increase reservation time for those planning major events as a wedding. Often a year in advance isn't adequate for all arrangements.

Increase rental fees as follow:

Lehr Bldg – rent from \$65 to \$100; deposit from \$100 to \$125;

Thompson Center – rent from \$100 to \$150 without kitchen access, add \$50 for kitchen; change deposit without kitchen to \$200, add \$100 for kitchen use, total deposit for both \$300. Kitchen will be locked when not included with building rental.

TWM Bldg – rent from \$50 to \$100 for resident, from \$100 to \$150 for non-resident; deposit for both from \$100 to \$150.

Pavilion rentals to remain \$25 for residents and \$50 for non-residents

President Mike will meet with Lisa and the Mayor to discuss these concerns and a copy of the Park Board minutes will be included in the village Board members' packets. He will attend the village board meeting to bring up our recommendations.

Motion by Dave, second by Marilyn, "Chamber may use the Thompson Bldg without charge for the Candidates Forum on the 11th or 12th March." This meeting is open to all residents and businesses in Swansea.

Motion by Ken, second by Dale, "Meeting adjourned" at 8:00 am.

Submitted by Diane Wickline

FINAL