

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: January 27, 2014

TIME: 4:30 P.M.

PLACE: Community Room, Battell Community Center

PRESENT: Reg Wagle, Carolyn Teeter, Bill Pemberton, Mike Faulkner

NOT PRESENT: John Coppens, Ellen West

ALSO PRESENT: Terry Zeller, Michelle Wotring, Robert C. Beutter, Esq.

Board President, Reg Wagle, called the regularly scheduled meeting to order at 4:27 P.M. The pledge of allegiance was recited. Mr. Wagle called for a motion to approve the minutes of the January 13th meeting as presented. Mr. Pemberton moved to approve the minutes as distributed electronically. Mrs. Teeter seconded the motion. The motion carried unanimously.

OLD BUSINESS

None at this time.

NEW BUSINESS

Mrs. Wotring requested the Board approve for payment the following claim docket(s):

<u>Docket #</u>	<u>Amount</u>
2014-00000025	\$54,538.11
2014-00000026	\$80.00

Mrs. Teeter moved to approve the claims as presented and Mr. Faulkner seconded it. The motion carried unanimously.

SUPERINTENDENT'S REPORT

Mr. Zeller updated the Board with respect to the Director of Golf Operations position. He indicated that the job description was being finalized shortly and that advertising would take place the first week of February. Sources for advertising would include the NRPA and golf related publications. In addition, requests for proposals (RFP's) would be sought for sub-leasing the restaurant portion of the Clubhouse. Both the Director and the winning RFP's company/individual would be under a trial period for the first year to see if it will be a good fit for the Department.

OPEN FORUM

Mr. Wagle then called for additional questions and/or comments from any in attendance.

ADJOURNMENT

As there were no further questions or comments to be made, a motion for adjournment was made by Mrs. Teeter and seconded by Mr. Pemberton. The motion carried unanimously.

The meeting was adjourned at 4:38 PM.

Submitted for Approval to the Board



Michelle L. Wotring
Office Manager, Parks & Recreation

Minutes Approved by:

Carolyn A. Teeter, Board Secretary