

**EXCELSIOR SPRINGS PARKS AND RECREATION DEPARTMENT**

**BOARD MEETING MINUTES**

**OCTOBER 20, 2020**

**THIS IS A DRAFT UNTIL APPROVED BY THE BOARD ON NOV 24, 2020**

The Excelsior Springs Parks and Recreation Board meeting held October 20, 2020 at the Excelsior Springs Community Center was called to order by President Jake Simmons at 6:02 p.m.

Roll call was taken with six board members present.

**MEMBERS PRESENT:** President – Jake Simmons; Vice-President – Patrick Halfhill; Secretary – Susan McAuliffe; Treasurer – Zac Wilkins; Don Ledford; Reggie St. John

Christy Marker arrived at 6:19.

**MEMBERS ABSENT:** Scott Buckman, Kyle Uptegrove

**CITY COUNCIL LIAISON:** Sharon Powell

**STAFF PRESENT:** Nate Williams – Director; Chad Clevenger – Parks Superintendent; Kendra Beaver – Recreation Coordinator; Janet Morehead – Administrative Assistant

**VISITORS:** Laura Mize, Community Development – Neighborhood Specialist, City of Excelsior Springs; Logan Sours – Community Development – City Planner, City of Excelsior Springs

Susan McAuliffe made the motion to approve the agenda as presented. Don Ledford seconded the motion, motion passed, 6– 0. A show of hands vote was taken: Ayes – 6 – Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins                      Nays – 0

Susan McAuliffe made the motion to approve the minutes of the August 25, 2020 Excelsior Springs Parks and Recreation Board meeting minutes as presented. Zac Wilkins seconded the motion, motion passed, 5 – 0 – 1. A show of hands vote was taken: Ayes – 5 – Patrick Halfhill, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins  
Nays – 0    Abstaining – Don Ledford, he was not in attendance at this meeting

Reggie St. John made the motion to approve the minutes of the September 22, 2020

Excelsior Springs Parks and Recreation Board meeting minutes as presented.  
Don Ledford seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

The Financial Reports were discussed. September 30, 2020 is the last day of FY19-20. There will be more invoices coming in for FY 19-20. Various questions were asked and answered.

Reggie St. John made the motion to approve the Financial Reports and FY 2019-2020 Budget Report dated September 30, 2020 and prepared October 8, 2020 as presented. Patrick Halfhill seconded the motion, motion passed, 6 – 0. A show of hands vote was taken: Ayes – 6 – Patrick Halfhill, Don Ledford, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

## **NEW BUSINESS**

Nate Williams presented the 2021 Apparel Bid. Bid packets were sent to 10 companies. One company submitted a bid – TW Sportswear of Smithville, MO. Two other companies called with questions but they did not submit a bid.

Christy Marker arrived at 6:19.

Patrick Halfhill made the motion to accept the bid for apparel from TW Sportswear of Smithville, MO. Don Ledford seconded the motion, motion passed, 7 – 0. A roll call vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Jake Simmons turned the floor over to Nate Williams to conduct the Strategic Planning Workshop.

Nate Williams used the SWOT Analysis – Strengths, Weaknesses, Opportunities, and Threats. He also included Facilities, Programs, Gaps, Events, Branding, and What is ESPR missing?

Each topic was discussed and ideas were listed.

Nate Williams will put together a survey from the topics and ideas from tonight for the Parks and Rec Board to review before presenting it to the public.

Susan McAuliffe made the motion to go into closed session pursuant to RSMo Section 610.021 (2) Real Estate and RSMo Section 610.021 RSMo (3) Personnel. Don Ledford

seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

At 7:52 p.m. there was a short break.

At 8:00 p.m. Jake Simmons opened the closed session.

At 8:44 p.m. Zac Wilkins made the motion to come out of closed session. Patrick Halfhill seconded the motion, motion passed 7 – 0. A show of hands vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

Susan McAuliffe made the motion to adjourn the meeting. Patrick Halfhill seconded the motion, motion passed, 7 – 0. A show of hands vote was taken: Ayes – 7 – Patrick Halfhill, Don Ledford, Christy Marker, Susan McAuliffe, Jake Simmons, Reggie St. John, Zac Wilkins Nays – 0

The October 20, 2020 Parks and Recreation Board meeting was adjourned at 8:45 p.m.