

## Scribe Sheet

**Date: April 23, 2019 (Special Meeting)**

**Scribe: Sally A. Davidson**

**Present: Sally Davidson, Chairman; Eli Gleason, Member; Marc Bard, Member; Frank Hall, Member**

**Public Participants: None**

**These minutes are subject to approval at the next scheduled meeting.**

**Meeting called to order at (time): 6:40 P.M.**

**Meeting Adjourned at (time): 8:42 P.M.**

**Next Meeting Date: May 7, 2019**

<b>Topic Discussed</b>	<b>Summary of Topic Discussed</b>	<b>Decision/Action to be taken</b>	<b>Deadline/Person Responsible</b>	<b>Action Item Completed</b>
Approval of Minutes	To approve the minutes of March 5, 2019 meeting	Marc Bard made the motion to approve the minutes as presented; 2 <sup>nd</sup> by Frank Hall; no discussion; motion passed 4-0-0.	N.A.	Yes
	To approve the minutes of April 2, 2019 meeting	Marc Bard made the motion to approve the minutes as presented; 2 <sup>nd</sup> by Eli Gleason; no discussion; motion passed 4-0-0.	N.A.	Yes
Make Clean-Up Lists for both Falls Field and Memorial Park	We all contributed to making a clean-up list for the Falls Field and Memorial Park for Clean-Up Day. The lists are quite lengthy but we have hopes most of the items will be done. There will be a sign in and meal tickets dispersed as people sign in. There will be a master list on poster board for the helpers to view and make a choice on what they would like to work on.	Tara Sala-Sign in at Falls Field Christine Barnes-sign in at Memorial Park Frank Hall will be the go to person at the Falls Field Eli Gleason will be the go to person at the Memorial Park Playground Mark Bard will be the floater at both parks Bethany Drum will cook the burgers Sally Davidson will set up for morning break and lunch break and cook the hot dogs Everyone will be available wherever needed	Everyone knows their role	Yes
Public Participation (unscheduled)	None	N.A.	N.A.	Yes

Committee Members Comments	Frank Hall feels that when any sport is “in season” that sport should have priority of use of the fields if it isn’t possible to work out a schedule that has doubled up the use of the said fields. Mark Bard feels communication is the key. We should have a meeting with all the sports heads, coaches, athletic directors, and recreation committee before the season starts; fall-spring-summer meetings. This should help with communications for everyone involved. Eli Gleason stated that the schedule needs to be followed-stick to the process. The teams need to be responsible for policing the fields when they are done with them and they need to take their trash out with them. We need to be more diligent about getting the deposits. If an application comes in without a deposit it needs to be returned to the applicant as not complete. The entire committee agreed that all of these ideas are great and each needs to be followed for this process to run smoothly. So many players and not enough fields makes it difficult, we all need to work together.	N.A.	N.A.	Yes
Adjournment	Ready to end the meeting	Marc Bard made the motion to adjourn; 2 <sup>nd</sup> by Frank Hall; motion passed 4-0-0.	N.A.	Yes