



Wednesday, November 10<sup>th</sup>, 2021  
Grafton Parks & Recreation Board Room  
715 West 5<sup>th</sup> Street  
Grafton, ND 58237  
5:15 p.m.

**Minutes:**

- I. Call to Order by Ryer Stark at 5:15 PM
- II. Board Members Present:
  - A. Board Members Present: Ryer Stark, Scott Hills, Jon Jelinek, Jessica Tanke
  - B. Board Members Absent: Cory Burns
  - C. Staff Present: William Dahl, Matthew Oppeward, Todd Janikowski
  - D. Media Present: Todd Morgan
- III. Ryer asked if there were any additions or deletions to the agenda. Jess added hockey signage to the Arenas section under Director Report.
- IV. Ryer asked for an approval of the minutes from the October 13<sup>th</sup> Park Board Meeting. Scott mentioned a change needed to the call to order of the meeting. Matt will make the needed change. Scott made a motion to approve the minutes. Jess seconded, motion passed all approved. Ryer asked for a motion for the authorization of expenditures as listed. Jon made a motion to approve the expenditures. Seconded by Jess, motion passed all approved to pay bills as listed.
- V. The October bank statement report was presented to the board to review.
- VI. Reports:
  - A. Recreation Report
    - i. Matt reported that Figure Skating started last Thursday (11/04) with 45 skaters registered, which is up 5 from last year.
    - ii. Gymnastics and Learn-to-Skate Hockey started last Sunday (11/07). Learn-to-Skate hockey has 18 skaters registered, which is up 2 from last year. Gymnastics has 85 gymnasts registered, which is up 41 from last year.
    - iii. The first Public Skate was earlier today and generated \$94 in admissions with 0 skate rentals and 1 skate sharpening. Gabbi has scheduled public skates on early out and no school days. She will keep an eye on the schedule and start planning some weekend Public Skates when they fit. Currently all Public Skates are 1-3pm with \$2 Admission and \$2 skate rentals. The Grafton Blue Line Club and North Stars Youth Hockey will have their concessions open with limited offerings on Public Skate dates.
    - iv. Bill reported that Gabbi has been working on developing fundraising raffles for the winter programs. Planning to start selling tickets for the 1<sup>st</sup> raffle in December.
  - B. Facility
    - i. Todd reported that he has hired a new employee for ice maintenance and had their first training session last weekend. He plans on training this weekend and have the new hire shadow Gavin before tending to the rink by himself.
    - ii. The campground bathroom and Leistikow Park bathroom have been winterized and heat turned off. The pool is filled up and fully winterized.

C. Director

1. Parks

- i. Bill reported that we are still holding out on paying for the outdoor fitness equipment with the hand cycle still needing to be installed. Game Time still plans on installing the new hand cycle next week. Bill mentioned that all they need to do is unbolt the faulty unit and bolt in the new one, which can happen in freezing temperatures.
- ii. Christmas decorations will be installed at the Leistikow Park Outdoor Rink and Chandler Field starting November 22<sup>nd</sup>. The Park Board has received a donation to build a 10' star to be put up in the park. Bill plans on hanging it from the light pole where it will have electricity close and be visible from 5<sup>th</sup> Street.

2. Campground:

- i. Bill reported that the campground had a wonderful harvest season, which made up for the abnormally slow summer. Express Employment had 30 sites and all 5 cabins with an average stay of a month or more.

3. Pool: (Nothing to Report)

4. Arenas:

- i. Jess was approached by a hockey mom with a couple ideas for signs that could be installed above the locker rooms. Jess showed the board the signs and the board thought it would be a good addition to the arena. Jess will be in contact with those that will be making the signs.

5. Athletic Fields

- i. Bill has received word from Kilmer Excavating that they will not be able to get to our project until the spring. The project cannot move forward until the plumbing has been dug to the site of the new concessions/bathroom building at 8<sup>th</sup> Street Diamond.

6. Elmwood:

- i. Historic Elmwood had their Election Day Spaghetti Dinner on November 2<sup>nd</sup>. They had another wonderful turnout that brought in \$3,284, which is only \$100 less than last year.
- ii. Bill reported that the Elmwood board had elected a new president, Kristy Dahl.

D. Business Manager

- i. Matt asked the board for a date to hold a Personnel Committee meeting. The board agreed on December 1<sup>st</sup> at 12:15pm.
- ii. Matt asked if the board wanted to have a Christmas Party this year. The board expressed interest in having another Christmas party after missing last year. Jess offered her house for the party again. The board will check their calendars and discuss at the December Board meeting.
- iii. Matt presented a year-to-date Profit/Loss to the board. Both income and expenses are down from last year totaling a difference of \$4,000 down. Matt explained that he is expecting the final net income to be around \$15,000-\$20,000 after paying for the fitness equipment and the expenses for the rest of November and December are realized.
- iv. Matt presented the 2019 Audit from Brady Martz and gave a copy of the audit to each of the board members to take home. Matt explained that he is still waiting on the 2020 audit.

VI. Old Business:

VII. New Business:

VIII. Public Comments:

IX. Adjournment: Jon made a motion to adjourn the meeting. Scott seconded the motion, motion passed all approved. Meeting was adjourned at 5:52 pm.