

Minutes of the regular meeting of the Community Center & Playground District #3, Calcasieu Parish, Vinton, LA held in the board room of the Recreation Building on December 8, 2021, at 6:00pm. After full compliance with all regulations as to notice otherwise and respect to conveying of said meeting with the following present:

Present: Scott Spell-----President
 Danny Paladino-----Vice President
 Diane Conner-----Secretary/Treasurer
 Kristal Eastwood-----Commissioner

Absent: Johnathan Harbert-----Commissioner

Others: Gwen LeJuhn-----Director
 Loren Labby-----Assistant Director
 Cade Henderson-----Bookkeeper
 Cleven Cazer-----Maintenance
 Jay Delafield-----Attorney

Scott Spell, President called meeting to order at 6:02pm.

Danny Paladino made a motion to approve the minutes from the previous meeting held November 10, 2021, Diane Conner, seconded, unanimous.

New Building Update:

Last payment on building received from VSG Architects for \$103,035.25 and Pat Williams Construction for \$223,588.14.

Mr. Curtis Vincent would not be able to make the meeting, sent an e-mail stating that he spoke with Mr. Delafield and Scott Spell on the final payment and punch list items left to repair or complete. Mr. Jay Delafield confirmed speaking with Mr. Vincent on repairs left on building. Mr. Delafield recommends retaining portions of the final payment until list of repairs are complete. The board discussed how much retainage to hold out of the last payment.

Danny Paladino made a motion to pay VSG Architects \$93,035.25, retaining \$10,000.00, and pay Pat Williams Construction \$173,588.14, retaining \$50,000.00 until all repairs completed by contractor Pat Williams, Diane Conner seconded, unanimous.

Land Resolution:

Mr. Jay Delafield presented a resolution on the purchase of land by the ballpark. He said there would be two motions needed on the land purchase. One to move forward with purchase of land for \$50,000.00. The second to agree to Mr. Delafield's findings on the land and paying taxes that are delinquent to First Federal on the property before the purchase of the property.

Danny Paladino made a motion to proceed with the land purchase of Fifty Thousand (\$50,000.00) for the Amos Laborde property next to Ted Lyons Ballpark, Kristal Eastwood seconded, unanimous.

The board will need to approve Mr. Delafield's findings on the property and pay the First Federal Bank for delinquent fees due on the property before the purchase of land is complete.

Danny Paladino made a motion to accept findings on property and pay debt on land before the purchase, Diane Conner seconded, unanimous.

2022 Budget:

Cade Henderson, bookkeeper presented the board with the 2022 budget for review. The board discussed the 2022 budget and thoroughly went through the line items.

Danny Paladino made a motion to adopt the 2022 budget as presented, Kristal Eastwood seconded, unanimous.

A copy of the 2022 budget will be on file at the Vinton Recreation Building for public review.

Fitness Room:

Weights – Jessica Heard fitness director found smaller weight limit that she would like to purchase for the fitness room. The weights would be useful in her workout plans she is writing up for members. The cost of weights is approximately ninety dollars. Price of weights are under the office spending limit for the Recreation. If there is a need for the smaller weight's office can purchase for the fitness room.

Fitness Classes: Jessica Heard is currently searching for instructors to conduct exercise classes. Fees for instructor's need to be set. Jessica Heard's recommendation would be \$15 for half hour classes and \$25.00 an hour class.

Danny Paladino made a motion to go with Jessica Heard's recommendation on fees for fitness classes, \$15 for half hour and \$25 for an hour class, Diane Conner seconded, unanimous.

Old Building: Still have not heard anything from Byron Racca on the old building. Waiting on reports on asbestos and other hazardous material in the building.

Rental Fees: Loren Labby asked if we could add a day fee if renting longer than 4 hours. The fees at present are set by the hour. The fees are Room A with kitchen \$40.00 per hour, Room B no kitchen \$25.00 per hour, large room with kitchen \$65.00 per hour. Renting room for day could be set as Room A with Kitchen \$275.00, Room B no kitchen \$200.00, Large Room with kitchen \$375.00 per day rental.

Danny Paladino made a motion to set a day rental fee for Room A/kitchen \$275.00, Room B/no kitchen \$200.00, Large Room AB/with kitchen \$375.00, Kristal Eastwood seconded, unanimous.

Employee evaluations completed for the end of year and a copy filed in the employee's folder. The director will e-mail the evaluations to the board members for their review.

Danny Paladino asked the Director if all the employees understood their job duties as we are now in the new building. He had asked for each employee to write how things were going since opening the new building to include any questions or concerns with how things were being managed.

At 7:16pm, Danny Paladino made a motion to go into executive session, Diane Conner seconded, unanimous.

At 7:42pm, Danny Paladino made a motion to go back into regular session, Kristal Eastwood seconded, unanimous.

The director told the board that they will be going over the employee handbook, job duties and address concerns with employees in January. If problems arises or a question or concern cannot be managed by the director and an employee, it will be brought to the board for discussion and a decision on the employee's concern or question will be made by the board.

Election of Officers 2022:

Scott Spell opened the floor for President nominations. Diane Conner nominated Scott Spell for President. Scott Spell said he did not know how much longer he would be on the board. His job as Chief of Police takes so much of his time now, with daily work, call outs and after hour meetings, finding family time is important and cutting back in places is what he needs to do to make this possible. He withdrew his name and nominated Diane Conner for President. Diane Conner said she also divides her time being on two boards and finding family time. She declined the President nomination, as she wants to continue serving both boards but not being the

president. Scott Spell nominated Danny Paladino for president. Danny Paladino accepted the nomination. No other nominations for president, Danny Paladino president by acclamation.

Scott Spell opened the floor for Vice President nominations: Scott Spell nominated Kristal Eastwood, no other nominations for Vice President. Kristal Eastwood, Vice President by acclamation.

Scott Spell opened the floor for Secretary/Treasurer nominations: Scott Spell nominated Diane Conner, no other nominations for Secretary/Treasurer. Diane Conner Secretary/Treasurer by acclamation.

Bank of Record:

Danny Paladino made a motion to name Merchants and Farmers as the bank of record for 2022, Kristal Eastwood seconded, unanimous.

Journal of Record:

Diane Conner made a motion to name the Lake Charles American Press as the 2022 journal of record, Kristal Eastwood seconded, unanimous.

Danny Paladino made a motion to approve the bills as presented, Diane Conner seconded, unanimous.

There being no further business Diane Conner made a motion to adjourn, Danny Paladino seconded, unanimous.