

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 November 8, 2022, at 5:30pm. After full compliance with all regulations as to notice otherwise and respect to conveying of said meeting with the following present:

Present: Danny Paladino-----President
 Diane Conner-----Secretary/Treasurer
 Scott Spell-----Commissioner
 Johnathon Harbert-----Commissioner

Absent: Kristal Eastwood-----Vice President

Others: Gwen LeJuhn-----Director
 Loren Labby-----Assistant Director
 Cade Henderson-----Bookkeeper
 Ward 7 Maintenance Employees
 Jessica Heard-----Fitness Manager

Danny Paladino called the meeting to order at 5:30pm.

Scott Spell made a motion to approve the minutes from last month's meeting held on October 12, 2022, Johnathan Harbert seconded the motion, unanimous.

2022 Amended Budget:

Cade Henderson presented the amended budget for 2022. The board reviewed the budget and Cade Henderson answered all questions asked on the amended budget. (No public comment)

Scott Spell made a motion to approve the 2022 amended budget as presented, Diane Conner seconded the motion, unanimous.

2023 Budget:

Cade Henderson, bookkeeper presented the board with a 2023 budget to review. The board discussed the budget with Cade Henderson. Cade Henderson said we need to run an ad in the paper that the budget is available at the office and open to the public to view. It will be ready for approval at the December meeting.

Lawn Mower:

Edmond Southern checked on prices for a new X-mark lawn mower using State Contract at Randy's Lawn Mower Service. The old mower is breaking down and repairs costly. We need a good running lawn mower to take care of the grass at the Recreation Center and Ballparks. The quote on a fifty-two inch - \$9,932.23, quote on a sixty-four inch- \$9,855.23 under State Contract.

(No public comment)

Johnathan Harbert made a motion to purchase the sixty-four-inch X-Mark for \$9,855.23 Diane Conner seconded, unanimous

Fitness Memberships for employee's immediate family discussed by the board. The board agreed to give immediate family living in the same household a 50% discount on fitness Membership. (No public comment)

Diane Conner made a motion to give employees immediate family members a 50% discount on fitness membership, Scott Spell seconded the motion, unanimous.

Employees:

Danny Paladino requested employees to attend the meeting. All employees were present except Ashley Courville, she was on vacation. Danny Paladino thanked all employees for attending the meeting. He said it has been a year since opening the new building and wanted to thank everyone for their help in getting it open to the community. He asked the employees if they had any questions or concerns about their job duties. The Community Center added seven new employees since opening last November. We now have a front office staff that manages the entrance, taking care of memberships, answers phone, rentals. A fitness room manager and room attendants to oversee the workout room. Discussion on the chain of command, which brought up the maintenance department. Gwen LeJuhn and Loren Labby expressed the need for a supervisor over the maintenance department to oversee and organize the work out in the field. Loren Labby suggested Edmond Southern, she said he is knowledgeable and has been working for the Recreation Center for approximately 17 years. She feels he is capable of supervising and can help manage that department. The board asked if we had a job description for maintenance supervisor, Gwen LeJuhn said there is a job description for maintenance supervisor in the manual.

(No public comment)

Danny Paladino asked Edmond Southern if he would accept the supervisor position if offered in the maintenance department. Edmond Southern said he would accept the position if offered.

Scott Spell made a motion to approve Edmond Southern as supervisor of the maintenance department, Johnathan Harbert seconded, unanimous.

Employee Jessica Heard asked if she could address the board in executive session.

Johnathan Harbert made a motion to move line item XI. Approval of Bills up before going into executive session. Scott Spell seconded, unanimous.

The board amended the agenda to go into executive session.

Yays: Scott Spell, Johnathan Harbert, Diane Conner, Danny Paladino

Nays: None

Absent: Kristal Eastwood

Cade Henderson, bookkeeper presented the bills for payment.

(No public comment)

Johnathan Harbert made a motion to approve the bills as presented, Diane Conner seconded, unanimous.

Johnathan Harbert made a motion to go into executive session at 7:23pm, Scott Spell seconded, unanimous.

A motion made by Scott Spell to reconvene the meeting at 7:55pm, seconded by Diane Conner, unanimous.

No motion or business after executive session. The board will discuss raises in January's meeting.

There being no further business Scott Spell made a motion to adjourn, seconded by Johnathan Harbert, unanimous.

