

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 September 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  
 Kristal Eastwood-----Vice President  
 Diane Conner-----Secretary/Treasury  
 Scott Spell-----Commissioner  
 Johnathon Harbert-----Commissioner

Absent: None

Others: Gwen LeJuhn-----Director  
 Loren Labby-----Assistant Director  
 Ashley Courville-----Sports Director  
 Cade Henderson-----Bookkeeper  
 Edmond Southern-----Maintenance

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

Kristal Eastwood made a motion to approve the minutes of the last meeting August 10, 2022, Scott Spell seconded, unanimous.

John Morris and partner Matthew Kern from Jones Walker firm was present at the meeting. They introduced their selves to the board. The board, Mr. Morris and Mr. Kern held a discussion on serving as our legal counsel for the Community Center & Playground #3, since Jay Delafield retired. John Morris said their firm has collaborated with Jay Delafield on financial matters like bonds, millages, for public entities in Calcasieu Parish since 2015. Scott Spell asked if we needed a retainer fee or resolution on using Jones Walker Firm as our legal counsel. Mr. Morris said no, they would bill us for each transaction they manage for the Community Center #3. (No Public Comment)

Scott Spell made a motion to use Jones Walker's Firm as our legal financial counsel, Diane Conner seconded the motion, unanimous.

Jessica Heard, fitness director could not attend the meeting. She left a report with Loren Labby on how the fitness room was doing with sign-ups and attendance in the fitness room. Loren Labby read aloud the report. There was no motion currently.

Emily Dalfrey, teacher at Vinton Middle School presented to the board a new robotics program she will be bringing to the students. The Sea Perch Program is an underwater robotics program. Students and teachers equipped with the resources they need to learn about basic science and engineering concepts, tool safety, technical applications, problem solving and teamwork skills in an exciting and firsthand way. Ms. Dalfrey said she was here to see if using the Ward 7 pool is a possibility for her program. They need a pool to submerge the robots and guide them with their controller after students assemble the robots. The board said it looks like a wonderful program and would join with the school in helping them with the Sea Perch program. The board said if Calcasieu Parish School Board approves the program and draws up a cooperative endeavor between the two entities, then the Sea Perch program could use the pool. Ms. Dalfrey thanked the board for hearing her request and if she gets everything in order, she will contact the Ward 7 Recreation to get things started out at the pool.

Loren Labby updated the board on the demolition on the old building and playground installation. Rocky Smith and the company installing the playground said they would be starting soon. Hopefully within the next couple of weeks. The board asked if there were any surplus still in the building that we need to put up for sale. Loren Labby said the air conditioner and the gym bleachers are the only thing left in building. The board said we needed to make a list of all the surplus items around the Recreation Center and add to next month's agenda.

Ted Lyons update: Rocky Smith is about to finish the dirt work on the new purchased land at Ted Lyons Ballpark. Danny Paladino talked with a grass seeding company Southern Hydro Seed that would seed the new land for \$5,000.00 dollars. Danny Paladino feels like we need to seed it now to start letting the good grass grow out there. Scott Spell talked about getting turf on the fields. The board would like to get prices on putting turf on the fields. Danny Paladino said it is now time to take the next step on the drainage project and advertise for bids on the project. (No Public Comment)

Kristal Eastwood made a motion to let Meyer & Associates advertise for bids on the drainage project, seconded by Diane Conner, unanimous.

Danny Paladino told the board that he and Diane Conner met with Calcasieu Parish administrators to discuss the pros and cons of letting the Calcasieu Parish Police Jury manage the financial aspect of the Community Center #3. They previously met with Westlake Recreation Administrators, and they said it was one of their best decisions to let the Calcasieu Parish Police Jury manage their financials. Just with the benefits that they get for their employees is a big plus. Danny Paladino and Diane Conner liked what they heard and interested in finding out more about it. No motion on CPPJ meeting.

Kristal Eastwood made a motion to move #11 Personnel down and here #12 Approval of Bills/Financials, Scott Spell seconded the motion, unanimous.

Danny Paladino asked the board if they reviewed the bills for the month and have any questions. No questions and no public comment

Kristal Eastwood made a motion to approve the monthly bills as presented, Scott Spell seconded, unanimous.

Financial: The board will need to do a reimbursement transfer of ninety-nine thousand dollars from the bond saving at First Federal to the general saving account at Merchant & Farmers. This transfer will complete what projects paid out of the general account before a separate bond account opened at First Federal.

Scott Spell made a motion to transfer Ninety-Nine thousand dollars from bond saving account at First Federal into the general saving account at Merchant and Farmers, Diane Conner seconded, unanimous.

At 7:30pm, Scott Spell made a motion for a short recess, Kristal Eastwood seconded, unanimous.

At 7:35pm, Scott Spell made a motion to reconvene the meeting, Kristal Eastwood seconded, unanimous.

At 7:36pm, Kristal Eastwood made a motion to go into executive session, Diane Conner seconded, unanimous.

At 8:25pm, Johnathan Harbert made a motion to reconvene the meeting, Scott Spell seconded, unanimous.

Scott Spell made a motion to change holiday pay in the employee's handbook. Any employee that works holidays will get time and a half pay, this includes the part time employees, Diane Conner seconded, unanimous.

Loren Labby told the board that Cody Labby turned in his two weeks' notice and Susan Nicks a part time receptionist, took a part time job at one of the Vinton Schools, as she needs more hours of work. Loren said Susan Nicks and Heather Milton goes beyond their receptionist duties, helping other departments out to get daily tasks completed. Both has learned the computer program very well and helps Loren out with office work/reports. Loren said two part time employees needed for the front-desk/receptionist and fitness room attendant to help cover hours of operation. The board would like to offer Susan Nicks a full-time position of 40 hours being evenings and Saturday's open hours. The board said with hiring new employees we need to change Susan Nicks and Heather Milton's title to office assistants. We will advertise to hire two part time employees, as receptionist or fitness room attendant. The board discussed pay and if approved Susan Nicks and Heather Milton pay will be \$12.00 per hour and the new part time employees will start out at \$9.00 per hour. (No public comment)

Diane Conner made a motion to offer/hire Susan Nicks as a full-time employee and pay her and Heather Milton, \$12.00 per hour, Kristal Eastwood seconded the motion, unanimous.

Scott Spell made a motion to advertise and accept applications for part time front desk receptionist and fitness room attendant, pay set at \$9.00 per hour.

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

