



COMMUNITY CENTER & PLAYGROUND DIST. NO. 3
 Ward 7 Calcasieu Parish 1615 Horridge Street, Vinton, La 70668
 PHONE: (337)589-5181 FAX:(337)589-5182
 ADMIN. DIRECTOR: Loren Labby
 BOOKKEEPER: Cade Henderson

WARD 7 RECREATION COMMUNITY CENTER
Regular Board of Commissioners Meeting
Held at Ward 7 Community Center Meeting Room
1615 Horridge Street, Vinton, LA 70668
Wednesday, January 11, 2023, 5:30 PM

Minutes of the regular meeting of the Community Center & Playground District #3, Calcasieu Parish, Vinton, LA held in the meeting room of the Community Center on January 11, 2023, at 5:30 PM. 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
 Johnathan Harbert, Commissioner
 Scott Spell, Commissioner

Absent: None

Others: Loren Labby, Director
 Edmond Southern, Maintenance Supervisor
 Jessica Heard, Fitness Room Manager
 Ashley Courville, Sports Director
 Susan Nicks, Employee

On a motion by Ms. Eastwood, seconded by Mr. Harbert, and carried, the board approved the minutes as presented for the December 14, 2022, regular board meeting.

Mr. Paladino provided an update on current projects.

- a. Lateral W-13: On Thursday, January 12, 2023, there is a closing scheduled on the property being purchased to move forward with the Lateral W-13 improvements. A pre-bid meeting was held on January 10, 2023, at the Community Center in the meeting room. The bid opening is scheduled for Wednesday, January 18, 2022, at 10:00 am. A representative from Meyers & Associates will be conducting the meeting and opening the sealed bids. A special meeting to award the bid is scheduled for January 25, 2023, at 5:00 pm.
- b. Ted Lyons Expansion: Prior to the pre-bid meeting on January 10, 2023, Mr. Racca met with Mr. Paladino, Mrs. Labby, & Mr. Southern to discuss open project statuses. Mr. Racca is currently working on a layout for the 5 acres purchased on North Street next to Ted Lyons Ballpark. A storage building/workshop is being proposed. Mr. Racca asked Mr. Southern and Mrs. Labby to submit a design layout to him for this structure.

- c. Pool Update: A meeting with Mr. Racca and a representative from Sabine Pools has been scheduled to take place prior to the bid opening meeting on January 18, 2023 at 9:00 am. Purpose of this meeting is to create a project scope for the update.
- d. Outdoor Recreation Area: Currently waiting on design updates. There is a budget meeting being scheduled the week of the 23rd due to the rise in costs since the time that this project was originally estimated.

No action was required or taken by the board.

In an effort to provide employees with the opportunity for healthcare options, Mrs. Diane Conner presented the other board members with a pricing sheet from Calcasieu Parish Police Jury. The District's cost per month per full-time employee would be \$1,115.00. The ability to offer this to employees is contingent on the District joining the Parish as previously discussed. If the District does decide to transfer over, effective January 2024, the employees could receive insurance effective as early as April 2023. After discussing the budget and whether affording these benefits is sustainable for the long run, the board will not take action until the bookkeeper is available to answer budget questions. Mr. Paladino did ask the employees present if they would participate if health insurance was offered. Most agreed that insurance would be a nice benefit. No action was taken by the board.

On a motion by Mr. Harbert, seconded by Mrs. Conner, and carried, the board approved the bills as presented.

Mrs. Labby presented the board with the organization's goals for 2023. The overall goal being growth. It was explained that each department was to present a department wide goal and each employee was to present an individual goal. Each department expressed an interest in more training available. The board agreed that training our leaders would benefit the Recreation Center. It was discussed whether online training or personalized training would be best. Mr. Spell feels that personalized training would be the best place to start. Mrs. Labby will work on prioritizing training methods and opportunities. No action was required or taken by the board.

Mrs. Labby submitted the director's report to the board. A Take-Home Vehicle Policy was prepared as requested at the December meeting. A report of the income received through RecDesk for 2022 was given to the board. In 2022, we averaged 1,271 check ins to the facility and 600 check ins to the fitness room each month. \$64,457.36 in revenue was received through RecDesk. An incident report from January 7th was included in the director's report regarding an accident at the pool. In response to the incident, all employees were informed that any time it is necessary for the pool to be unlocked for a contractor, a worker must stay on site to ensure all gates are locked upon completion of work.

Mr. Southern presented his department report to the board. Two projects have been completed; power to the outdoor restroom building has been restored and concrete has been poured at the new playground area. We have requested the relocation of security light poles at the playground area. The Town of Vinton has received that request and we are on their list once their truck is operational. Mr. Southern is in the process of getting quotes for mulch to go in the old playground barrier. Two quotes have been provided for concrete at the ballpark under the new lean-to area.

Full – Slab (23' x 50')	\$8,000
Half – Slab (23' x 25')	\$5,200

Mr. Spell made a motion to approve the full slab for a cost of \$8,000, seconded by Mrs. Conner, carried unanimously. No public comment.

Mrs. Courville provided an update to the board on current sports programs. The basketball jamboree went well. Baseball does not look good. She has been told that the timing is too early. Mrs. Courville has previously asked the board what to do if registration ends and there aren't enough registrants to have a season. Ms. Eastwood asked questions on what we are doing to advertise the season and get information out to the public. She suggests finding solutions to our problems not to keep doing what isn't working. Mrs. Courville feels she has done everything that the board has asked her to do. A long discussion ensued regarding multiple aspects of programs; start times, fees, other local leagues, what we can do to get the community involved.

Mrs. Heard updated the board on the fitness room memberships. She is currently working on 46 individual fitness plans for members. Current class offerings are yoga, Pilates, functional fitness, boot camp style classes, and country dance classes. No public comment. No action required or taken by board.

At 7:30 pm, Mr. Harbert made a motion to go into executive session, Diane Conner seconded, unanimous.

Record to show that Mr. Paladino had a family emergency and had to leave.

At 8:33 pm, Mr. Spell made a motion to exit executive session, seconded by Ms. Eastwood, unanimous.

Mr. Spell made a motion to terminate part-time employee, Cory English, effective immediately, seconded by Mrs. Conner, unanimous. No public comment.

Mr. Spell made a motion for Mrs. Ashley Courville to go from salary back to hourly at a rate of \$17.80 per hour, seconded by Ms. Eastwood, unanimous. No public comment.

Mrs. Labby presented the board with the Take-Home Vehicle Policy that was prepared to add to the existing Employee Handbook. Mr. Harbert wanted to ensure that policy would be followed and reports checked regularly. The new policy reflects disciplinary actions if policy is not followed. Mr. Spell made a motion, seconded by Mrs. Conner, and carried, to accept Take-Home Vehicle Policy as written. No public comment.

Mrs. Labby was given the floor to speak about the projects built from the old building gymnasium floors. It was discussed previously whether these items had to be auctioned or if they could be sold as fundraisers. The board agreed that since the projects were built with wood that was going to be thrown out during the demolition of the old building, they could be sold as a fundraiser for Ward 7 programs. No public comment.

Mrs. Labby explained to the board that different community members have expressed that the walls are too bland while walking the indoor track. Ideas for improvement are painting the walls with sports themed murals or hanging sponsor advertisements. Two suggestions were that we look for local artist that may want to highlight their work or look into vinyl prints that could be removed at a later time. No public comment.

There being no further business, Mrs. Conner made a motion to adjourn the meeting, seconded by Ms. Eastwood, unanimous.