

Minutes of the regular meeting of the Community Center & Playground District #3, Calcasieu Parish, Vinton, LA was held in the board room of the Recreation Building on March 10, 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

Absent: Johnathan Harbert

Others: Loren Labby-----Assistant Director
 Cade Henderson-----Bookkeeper
 Curtis Vincent-----Architect
 Ronald Sonnier

Scott Spell, President called meeting to order at 6:00pm.

Danny Paladino made a motion to approve the minutes from the previous meeting held February 10, 2021, Kristal Eastwood seconded, unanimous.

New Building Up-Date: Curtis Vincent told the board there was a problem with the Air Conditions when electricity was switched from temporary to permanent on the building for the first time. The Town of Vinton workers had just put up the transformers and connected electricity to the building. There was too much voltage to the unit, and it burned the motor. Pat Williams's supervisor and the company that had installed the units were there when it was turned on. Both documented that it was high voltage that caused the motor to burn up. Curtis Vincent said what will happen is that Pat Williams will be charged to replace the motor, Pat Williams will then add it to the Vinton Recreation Center for payment. The Vinton Recreation will then need to see if the Town of Vinton is going to reimburse the cost due to the high voltage that was hooked up.

Mr. Vincent said floors and ceilings are being installed things still going well with the work being done to the building.

Mr. Vincent recommends Payment No. 16 for \$52,132.04 to Pat Williams Construction.

Danny Paladino made a motion to approve Pat Williams No. 16 payment for \$52,132.04, Kristal Eastwood seconded, unanimous.

Employees: Loren Labby gave an update on Fitness Room Manager position. Advertisement will run and applications will be accepted until Friday, March 12, 2021. Currently we have two applications turned into office. Scott Spell asked when we needed this position filled, Loren Labby is not certain until a better timeline on completion of new building. This person will need to be involved with equipment routine maintenance sessions that will be held in Metairie, LA.

Kristal Eastwood made a motion to approve travel expenses for an overnight trip to Metairie, LA for the training sessions, Danny Paladino seconded unanimous.

Interviews will be conducted by the directors and turn in recommendations into the board. Job Descriptions for three new positions presented.

Danny Paladino made a motion to accept Fitness Room manager with job description as presented, Kristal Eastwood seconded, unanimous.

Danny Paladino made a motion to accept Fitness Room Manager job description as presented, Kristal Eastwood seconded, unanimous.

Board discussed other positions the office will hire when the new buildings is complete.

Danny Paladino made a motion to approve Fitness Coach job duties as presented, Diane Conner seconded, unanimous.

Danny Paladino made a motion to approve two shifts, 6:00am-11:00am and 3:00pm-8:00pm for service desk positions, amend to add Saturday 8:00am – 2:00pm shift, Kristal Eastwood seconded, unanimous.

Scott Spell opened the floor for discussion on pay for these positions that will be hired.

At 6:45pm Danny Paladino made a motion to go into executive session, Kristal Eastwood seconded, unanimous.

At 7:15pm Danny Paladino made a motion to go back into regular session, Kristal Eastwood seconded, unanimous.

Danny Paladino made a motion to change and set the following salaries, Kristal Eastwood seconded, unanimous.

Director- \$60,000/year

Assistant Director - \$50,000/year

Sports Director- \$15.00 per hour

Fitness Room Manager- \$15 / \$18 per hour based on qualifications.

Fitness Coach - \$8.00 / \$10.00 per hour based on Director's recommendation.

Service Desk - \$7.25 / \$9.00 per hour based on Director's recommendation.

Effective: March 2021.

Public Comment: None

Appliances: Loren Labby said purchases necessary for the new building include: Washer/dryer and ice machine. Prices at Lowe's, Home Depot, and C&C Appliance were researched. They all had the same price asking for an allowance of \$2,500.00 for washer/dryer set and \$2,500.00 for ice machine.

Kristal Eastwood made a motion to approve up to \$2,500.00 for washer/dryer set, Danny Paladino seconded, unanimous.

Danny made a motion to approve up to \$2,500.00 for the ice machine, Kristal Eastwood seconded, unanimous.

Sports and Facility Manual: Loren Labby presented a Sports and Facility Manual with information for new building; including facility usage and rental rates. This is a rough draft to use as a starting point. Board will review and discuss at the next board meeting in April.

Furniture: Loren Labby said she picked out desks, file cabinets, tables, chairs etc. for the new building. Office Supply rep has it and is putting prices together. Danny Paladino said office was told to order furniture needed for the new building in a previous meeting.

Danny Paladino made a motion for the office staff to order furniture they see fit/necessary for the new building, Kristal Eastwood seconded, unanimous.

Engineer Update: Diane Conner said she misplaced her notes from the Ted Lyons Ballpark erosion problem. She will reach out to Byron with Meyer & Associates to get the information again. Danny Paladino said he had someone come out to look and get an idea of what is needed for repairs to stop the erosion. The company will run some numbers on the erosion repair. Danny Paladino said this will give us an idea/comparison of options for this major project.

Facility Repairs Update:

Pat Williams currently installing floors at concession stand.

Trahan Fencing started working last week on fence repairs.

Light fixtures have been ordered; we can get Sulphur Electric to come install them when they come in.

Pool house should be repaired soon.

Land for Sale Update: Sellers agreed to appraisal price. We have signed purchase agreement. Mr. Delafield has touched base with a company to do an environmental phase I check and a wetlands certificate. Will update as land sale progresses.

Pavilion Update: We have three quotes for demolition of the pavilion.

Revco - \$19,500.00 includes backfill.

Smith & Sons - \$19,500.00 includes backfill.

Wingate Ent. - \$7,500.00 no backfill

Discussion on whether to move forward with one of these or to get itemized invoices to compare dirt work portion.

Kristal Eastwood made a motion to table and get itemized quotes for dirt & demo work, Diane Conner seconded, unanimous.

Light Bills – Danny Paladino asked if light bill usage had been discussed yet with the Town of Vinton. Scott Spell said Mr. Vice has not been at work for him to discuss it with him yet.

Danny Paladino made a motion to approve bills, Kristal Eastwood seconded, unanimous.

Danny Paladino made a motion to adjourn, Kristal Eastwood seconded, unanimous.