



**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**  
**Board of Commissioners Meeting**  
**Held at Ward 7 Community Center Meeting Room**  
**1615 Horridge Street, Vinton, LA 70668**  
**Wednesday, May 8, 2024, 5:30 PM**

Minutes of the meeting of the Community Center & Playground District #3, Calcasieu Parish, Vinton, LA held in the meeting room of the Community Center on May 8, 2024, 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: Diane Conner, Secretary  
 Derek Durio, Commissioner  
 Johnathan Harbert, Commissioner  
 Scott Spell, President
- Absent: Kristal Eastwood, Vice President
- Others: Loren Labby, Director  
 Edmond Southern, Maintenance Supervisor  
 Ashley Courville, Sports Director  
 Cade Henderson, Bookkeeper

On a motion by Mr. Harbert, seconded by Mrs. Conner, and carried unanimously, the Board approved the minutes as presented for the April 17, 2024, regular board meeting. No public comment.

Mr. Henderson presented the bills for the month of May. He explained that the large payment to Sabine Pools is for the start up of the pool season. First Federal savings account has been closed and funds were moved to First Federal checking account. Debt Service is where it needs to be for payments. Mr. Harbert made a motion to approve May bills as presented, seconded by Mr. Durio, and carried unanimously.

Mr. Southern presented his maintenance department update reporting that all operations are going well. Mr. Southern presented 3 quotes for awnings to be installed at the ballpark.

Awnings	
M5 Construction	\$27,700.00
DLH	\$24,800.00
Adkins Steel	\$24,500.00

Public Comment from Mr. Henderson: Can we wait on this until after baseball/softball season since it is about to end? Mr. Southern suggested approving a contractor but asking them to wait until the season ends to proceed. Mr. Harbert made a motion to approve Adkins Steel to install the awnings for a price of \$24,500.00, seconded by Mrs. Conner, and carried unanimously.

Mrs. Courville gave her report to the board on the sports programs explaining that the season issues with scheduling has continued. The coaches are having to cancel games, which results in other games changing as well. Mr. Durio asked if we can make a league with the other areas well before the start of the season. Mrs. Courville explained that is what she had tried to do. Because the other areas are a different franchised league from us, it still caused problems. Once we are Pony franchised like the majority of the others, this shouldn't be a problem. Our teams have expressed that they enjoy playing the other area leagues. Mrs. Courville also informed the board that VHS Lions Baseball Team will be hosting a camp on Saturday, May 25<sup>th</sup> at Ted Lyons Ballpark.

Mr. Harbert made a motion to enter into executive session, seconded by Mr. Durio at 6:06 pm, and carried unanimously.

Mr. Harbert made a motion to enter into regular session, seconded by Mrs. Conner at 6:56 pm, and carried unanimously.

Mr. Harbert made a motion to approve amendments to Employee Handbook as presented, seconded by Mr. Durio, and carried unanimously. Mr. Spell added that Cyber Security Training also needed to be added to the Employee Handbook.

Mrs. Labby informed the board that she has been working with Insurance Unlimited on the upcoming insurance renewal. Mrs. Labby had presented Mrs. Dowden, representing Insurance Unlimited, with the valuations from the New Courts Facility. The valuations presented were taken from the final report from Meyer & Associates at the end of the project. Mrs. Dowden needed the board to specify which amounts they would like quoted. The board discussed the amounts and would like to see the full values quoted at both 80% and 100%. These values are for the courts, fencing, and light fixtures.

Mrs. Labby had previously emailed the board regarding meeting with Keri at Solutions-EAP. Mrs. Labby would like to meet with Keri and develop a plan for training for all district employees. The board agrees that group training is needed and would like Mrs. Labby to proceed.

At the April meeting, quotes were presented for fencing projects at both the Community Center and Ted Lyons Ballpark. The board made changes to the fence drawings and had Mrs. Labby requote the projects. Although a budget was approved, the new quotes exceeded the given budgets. Mrs. Labby presented the board with the new quotes.

	Ted Lyons	Community Center	Total
M5 Construction	\$49,250.00	\$7,800.00	\$57,050.00
Rockin' C Fence	\$38,630.00	\$8,800.00	\$47,430.00
BNL & CO.			\$47,935.70

Mrs. Conner made a motion to approve Rockin' C Fence to contract work for fencing at Ted Lyons Ballpark for a price of \$38,630, seconded by Mr. Harbert, and carried unanimously.

Mrs. Conner made a motion to approve M5 Construction to contract work for fencing at Community Center District 3 for a price of \$,7800, seconded by Mr. Durio, and carried unanimously.

There being no further business, Mr. Harbert made a motion to adjourn, seconded by Mr. Durio and carried unanimously.