

Parks and Recreation Commission Meeting

September 11th, 2012 – 7PM at City Hall.

Present: Doug Selby, Debbie McCormick, Erica Turner, Maureen Riester, Scott Hessey, Jason Kufs, Mary Ellen Perry, Zinc LaDuce, Maureen McEvers, Ron Gamba, and Mary Anne Maye

Debbie McCormick spoke to the commission about policy and procedures for the commission. She will work with the commission on finding a way to organize guidelines to operate by. PARC needs to have a public to be heard section at our meetings. Agendas need to be sent out prior to meetings, and minutes need to be done for every meeting. PARC also needs to let the public be aware of our meetings.

Our meetings have to be open to the public and accessible to anyone. We need to give notice for the meeting. This can be done on the city's website. Meetings will be the second Tuesday of every month.

At the end of each meeting we need to say what to do for the next meeting. Whoever takes the minutes needs to get them to the other members and also submit them to the city to be posted on their website.

The commission then discussed the Community Gardens at Saint Francis Playground. The Commission felt that Sabrina Hesford should be invited to an upcoming PARC meeting in the near future.

There are 2 open slots on the commission that need to be filled. At the next meeting a PARC commission list will be reviewed to address open slots and any other possible openings.

Commission members also discussed the efforts of Bradford Street residents to raise funds for their playground. The commission felt the group should be invited to our next meeting while the momentum is still going and before the winter months set in.

Recap: The next meeting set for **Tuesday of October 9th at 7PM** at City Hall. At this upcoming meeting, the guidelines for the commission to operate will be set. Additionally, the PARC plans on inviting the members involved with the Bradford Street Park initiative to this upcoming meeting. A park profile will be given at the next meeting, a PARC commission list will be reviewed, and the PARC will adopt its by-laws.

Meeting adjourned at 8:10PM.