



BELVILLE PARKS & RECREATION BOARD
REGULAR MEETING MINUTES

December 10, 2020

Belville Parks & Recreation Board Members Present:

Laura Copley, Vice Chairman
Keesha Starr, Member
Joe Cranford, Member
Cheryl Jefferson Page, Member by Zoom

Belville Parks & Recreation Board Members Absent:

J. F. Larsen, Chairman

Staff Present:

Jim Bucher, Director of Parks & Recreation
Brenda Hewlett, Secretary
Kent Goodman, Liaison to Board of Commissioners
Chuck Bost, Mayor Pro Tem
Athina Williams, Town Manager

Others Present To Address The Board:

William Long

Item #s - 1 AND 2 - CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chairman Laura Copley called the November 8, 2020 Belville Parks & Recreation Board Regular Meeting to order At 6:03 p.m. A quorum was present. Vice Chairman Copley led the Pledge of Allegiance to the Flag.

Member Joe Cranford, **MADE THE MOTION** to invite Cheryl J. Page, Member into the meeting by Zoom. **VOTE WAS UNANIMOUS**

Member Joe Cranford, **MADE THE MOTION** to excuse J. F. Larsen, Chairman from the meeting. Member Keesha Starr seconded the motion. **VOTE WAS UNANIMOUS.**



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Item # 3 – APPROVAL OF AGENDA

ACTION – Member Keesha Starr **MADE THE MOTION** to approve the agenda. **VOTE WAS UNANIMOUS.**

ITEM # 4 – APPROVAL OF MINUTES

ACTION – Member Keesha Starr **MADE THE MOTION** to approve the October 8, 2020 Belville Parks and Recreation Board Regular Meeting Minutes. **VOTE WAS UNANIMOUS.**

ITEM # 5– PRESENTATION

1. William Long presented his Eagle Scout Project of a Blessing Box to the Belville Parks and Recreation Board. William stated that he plans to build and stock the Blessing Box with food and other items that will help people in our community in need. William will work with the Town of Belville for installation.
2. Athina Williams, Town Manager spoke about the After Action Report on Movie Night. She stated that it was a guidance tool and showed slides of previous events. She also spoke on how Founder's Day was brought back by the Board of Commissioners. She then turned the floor over to Mayor Pro Tem Chuck Bost who stated that our form of government has changed and it makes it more manageable and efficient. He stated that the After Action Report is to assist our boards with cost, self-assessment, and to see what we can learn from events and make changes to make events run more smoothly. Vice Chairman Laura Copley stated that it was a great idea. Kent Goodman, Parks and Recreation Liaison stated that we should be proud of ourselves for the job done in such a short time. Athina Williams stated that the After Action Report is a performance measure tool. Brenda Hewlett added that we need to critique our event shortly after the event. Mayor Pro Tem Bost stated that we need to have a checklist. Town Manager, Athina Williams stated that there are certain items budgeted but those things that are not budgeted for, we can get permission to purchase.

ITEM # 6- UNFINISHED BUSINESS

a. Belville Riverwalk Park Update

1. UPDATE ON STORM RECOVERY / PARK REPAIRS

Jim Bucher, Parks and Recreation Director stated that the recovery is going well.

2. Update on Pumpkin Patch

Jim Bucher, Parks and Recreation Director stated that the Pumpkin Patch went well. Needed more Manpower. Keesha Starr asked if we needed to do something to kick it off. We have signage that can be seen from River Road.



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3. Update on Movie by the River

Jim Bucher, Parks and Recreation Director stated that he had some ideas for next time. We need to line people up in the school parking lot. He is working on a do it ourselves plan for a movie screen. We can build a bigger screen for less than the cost to rent the screen. We could get a new projector also. There was additional discussions about the event.

ITEM # 7 – NEW BUSINESS

a. Upcoming Events

1. The Christmas Tree Lighting

There was a good deal of discussion about the Christmas Tree Lighting and the time frame we have to work within. It was decided by the Board to have a drive through to look at the lights and decorations at the park. Athina Williams, Town Manager suggested that we contact the Unity Group for their assistance in decorating the park and Park Board members can also schedule time to help. We need to come up with a name for the event. Ms. Williams thanked Kent Goodman for planting the flowers at the diamond. All members were asked to send their ideas to the Town Manager by the weekend. Jim Bucher thanked all of the volunteers.

b. Discussion And / Or Recommendations to the Board

None

Item # 8 – COMMUNICATIONS FROM THE STAFF AND BOARD OF COMMISSIONERS

a. Chairman

b. Vice Chairman

Vice Chairman Copley thanked everyone for attending

c. Staff And / Or The Commissioners

Town Manager, Athina Williams informed the group that the Town of Belville has been awarded \$191,500.00 State Grant for Belville Riverwalk Park Water Access Project.



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ITEM # 9 – ADJOURNMENT

ACTION – Member Keesha Starr **MADE THE MOTION** to adjourn the meeting. Meeting was adjourned at 7:24pm. **VOTE WAS UNANIMOUS.**

Minutes compiled by Brenda K. Hewlett

SIGNED:

Laura Copley Vice-Chairman

ATTEST:

Brenda K. Hewlett, Secretary