



Belville Parks and Recreation Board Regular Meeting Minutes

December 13, 2023

Belville Parks & Recreation Board Members Present:

Joe Cranford, Chairman
Vince Matthews, Vice-Chairman
Keesha Starr, Member
Lynn Gavin, Member
Cindy Ruggiero, Member via telecommunications

Board Members Absent

None

Staff:

Mike Allen, Mayor
Athina Williams, Town Manager
Jim Bucher, Director of Parks & Recreation
Brenda Hewlett, Secretary

Staff Absent:

Ian McLeod, Parks and Recreation Assistant

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

Chairman Joe Cranford called the December 13, 2023, Belville Parks & Recreation Board Regular Meeting to order at 6:03 p.m.
A quorum was present.

ACTION: Member Lynn Gavin made a motion to excuse Keesha Starr. **VOTE WAS UNANIMOUS.**

Item # 3 – APPROVAL OF AGENDA

ACTION – Vice-Chairman Vince Matthews **MADE THE MOTION** to approve the agenda. **VOTE WAS UNANIMOUS.**

Item # 4– APPROVAL OF MINUTES

ACTION – Member Lynn Gavin **MADE THE MOTION** to approve the Belville Parks and Recreation Board Regular Meeting Minutes from November 8, 2023. **VOTE WAS UNANIMOUS.**

ITEM # 5- UNFINISHED BUSINESS

a. Belville Riverwalk Park Update

1. Parks and Recreation Director Jim Bucher said that the park's parking lot lights will be off until January 3, 2024, so everyone can see and enjoy the Christmas lights. The park is fully decorated. More trail base has been added to the trails and the pier.
2. **DATE ON STORM RECOVERY/PARK REPAIR**

No storm recovery reported.

ITEM # 6 - NEW BUSINESS

- a. Upcoming Events



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1. Secretary Brenda Hewlett reported that there was a huge turnout for the Christmas Craft Fair and Tree Lighting Ceremony. The movie was cancelled due to rain. Kids young and old enjoyed the snow globe, Mr. Twister, and the donkey, but most of all they enjoyed visiting with Santa and Mrs. Claus. Santa gave out approximately eight hundred stockings.
Parks and Recreation Director Jim Bucher stated that he would like to separate the Christmas Craft Fair and the Tree Lighting Ceremony and Movie. The board will discuss in the new year.
2. The 2024 meeting calendar was checked and approved.
3. Chairman Joe Cranford spoke about the Senior Fishing Day. He has talked to the management at Brunswick Cove, and she is flexible about dates with the first date being in April. He reported that Town Manager Athina Williams had made a large donation of clothes to them. He also asked about the Belville Elementary School's Festival of Tree's, and if we had ever participated. Town Manager Athina Williams related that we had participated in 2020 but no one bought our patriotic tree that is now in our lobby. We can discuss doing the event again.
4. The Super Mario Brothers Movie was discussed. Secretary Brenda Hewlett related to the board that we had a year to show the movie at no additional cost to us. It was suggested that we show the movie in March.
5. The Town Manager suggested that we consider using the Belville Elementary School as a back-up for our Founder's Day, Fall Festival and Christmas Craft Fair in case of rain. The Parks and Rec board members were in favor of the back-up plan.
6. Member Lynn Gavin made a motion to invite Keesha Starr into the meeting.
7. Chairman Joe Cranford asked Town Manager Athina Williams about the Garden Party. She would like to set a date for late June. The last garden party was rained out. There were vendors from the Cooperative Extension, local landscape companies, a candle vendor and vendors with natural products and plants.
8. Chairman Joe Cranford stated that Member Cindy Ruggiero did a great service by bringing Chris McKinley to our Veteran's Day Ceremony. We would like to have him join us again for our Memorial Day and Veterans Day events for next year.

b. Discussion And/or Recommendations to the Board of Commissioners

None at present

ITEM # 8 - OTHER ITEMS AND REPORTS

a. Chairperson

Chairman Cranford commented on our events. He gave big thanks to the board for their work on our events.

b. Vice-Chairman

Vice-Chairman Vince Matthews echoed the comments of the Chairman.

c. Staff And / Or the Commissioners

Mayor Mike Allen spoke to the board about the entire year and what happens in our park. He stated that he hears many positive comments about our park and the events that we host. There is a lot of attention on our town right now and how we support our community. He is appreciative of all that we do and that he and the Board of Commissioners support us and what we do. Mayor



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Allen thanked Parks and Rec Director Jim Bucher for all that he does for the park and the town. He also invited all of the Parks and Recreation Board to the swearing in ceremony on Monday, December 18, 2023.

Town Manager Athina Williams asked that the Parks and Rec Board have someone at the Budget Meeting on March 16, 2024, to present our budget.

TEM # 9 – ADJOURNMENT

ACTION – Chairman Joe Cranford adjourned the meeting at 7:10 pm.

The Parks and Recreation Board held their Christmas Party with food, fun and games.

Minutes compiled by Brenda K. Hewlett

SIGNED:

Joe Cranford, Chairman

ATTEST:

Brenda K. Hewlett, Secretary