

**Belville Parks and Recreation Board
Regular Meeting Minutes**

July 10, 2024

Belville Parks & Recreation Board Members Present:

Vince Matthews, Chairman
Lynn Gavin, Vice Chairman
Cindy Ruggiero, Member (via telecommunications)

Belville Parks & Recreation Board Members Absent:

Mark Wilde Ramsing, Member

Alternates Present:

None

Alternate Absent:

Staff:

Jim Bucher, Director of Parks & Recreation
Ian McLeod, Event Coordinator
Sharon Niemann, Town Clerk (Substituting for Brenda Hewlett, Secretary)

Staff Absent:

Brenda Hewlett, Secretary

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

Chairman Vince Matthews called the July 10, 2024, Belville Parks & Recreation Board Regular Meeting to order at 6:00 p.m. A quorum was not present, so the Board decided to have an unofficial meeting with no voting. Vince Matthews, Chairman led the Pledge of Allegiance to the Flag.

The board recognized that Mark Wilde Ramsing was absent, and that Cindy Ruggiero was calling in remotely. Town Manager Athina Williams informed the board that if they want to include someone who is connected remotely to vote, that we would need to amend the Rules of Procedure for our Board. This should be on the Agenda for the August meeting.

Item # 3 – APPROVAL OF AGENDA

Everyone agreed that the Agenda was fine, and we would proceed as originally planned.

Item # 4– APPROVAL OF MINUTES

Everyone agreed that the minutes were approved, however, there was no vote.

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ITEM # 5- UNFINISHED BUSINESS

a. Belville Riverwalk Park Update

Parks and Recreation Director Jim Bucher updated the board on recent improvements at the Park. This included the addition of the new storage garage.

b. Update on Storm Recovery- Park Repairs

Mr. Bucher reported that we have just completed some trail maintenance from normal erosion, but we haven't had any rain, so no storm damage to report.

ITEM # 6- NEW BUSINESS

a. Upcoming Events

1. Reflections on Youth Fishing Day

Vince Matthews, Lynn Gavin and Jim Bucher all commented that Youth Fishing Day was a great event. Twenty-nine youth participated, and many caught fish, crabs, and really enjoyed themselves. Lynn Gavin made homemade sausage biscuits, which was very much appreciated. We had a lot of sponsors and appreciated Joe Cranford and Brenda Hewlett getting the rods and reels and bait. Chairman Vince Matthews asked if thank you notes went out to the sponsors? Town Clerk Sharon Niemann replied that Brenda Hewlett, Secretary to the Parks and Recreation Board had already sent them.

2. Fundraiser at Highway 55

Vice Chairman Lynn Gavin reported that the date has been set scheduled for August 14, 2024. It will be 5 p.m. to close. Cindy Ruggerio asked that a flyer be sent to her when we have one available. Chairman Vince Matthews agreed to work on that and send to Cindy Ruggerio, who will communicate this to the media. Ms. Gavin also reported that Brenda Hewlett is providing a Beach themed basket to raffle off at this fundraiser event. This will help support the Dragonfly Sanctuary. Chairman Vince Matthews asked if we want another fundraiser in September? The board discussed this, and Vince mentioned perhaps we could have a theme. (Like before we had dinner with the Mayor). Vince suggested maybe having an acoustic guitarist play music, if we can find one. No decision was reached.

3. Brunswick Heritage Bike Ride

Event Coordinator Ian McLeod stated the date for the WMPO Heritage Bike Ride has been set for September 28th. The event is usually from 7:00 a.m. to approximately 11:00 a.m. They start at Navassa and get to the park a little after 8:00 a.m. The Town of Belville will provide snacks and drinks. Parks and Recreation Director Jim Bucher stated that sometimes they are done even sooner.

b. Recommendations to the Board of Commissioners

None

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c. Upcoming Events

1. *Fall Festival* – Parks and Recreation Director Jim Bucher talked about the Fall Festival. Our game vendor, Johnny, discussed the Carnival games with Jim. Jim asked the board if we wanted to continue to offer those games. The general consensus was ‘Yes’. We also need to decide on the entertainment. Will Johnny provide people to run the games? The consensus was that the carnival games were a good idea. Ian McLeod reported we already have 19 vendors. Note: we will need to line up ROTC or another group for colorguard.

2. *Christmas Festival* - Parks and Recreation Director Jim Bucher mentioned that we have secured the train. It can have one or two stops. Chairman Vince Matthews said themed stops would be good like Santa’s workshop, or Snow Globe. We plan to have the snow globe and bounce houses and the artificial snow again. Mrs. Cindy Ruggerio offered to be Mrs. Claus again.

3. *Halloween Movie* and Trunk or Treat – Oct 26 Discussion ensued about what movie to watch. No one came up with a conclusion, so Chairman Vince Matthews asked everyone to think about it for our next meeting. Vince said the target is 9-12 year olds. The Adams Family sounded like a popular movie the board may consider. The board also discussed Trunk-or-Treat. Event Coordinator Ian McLeod said that he has experience in both charging the people who are giving out candy and not charge. Acting clerk Sharon Niemann mentioned that the people are already paying at least \$50.00 for candy, and decorating their cars, and she thought asking them to pay was a big ask. Discussion ensued. While at first we considered having the cars with trunks open in the parking lot, the board thought the people bringing their kids would need to park there, so they would not have to cross NC133. It was decided to have the cars with trunks open in the actual park (where the vendors usually are) in a circle. Then, parents could park in the parking lot. We would offer:

- Costume contest with different age groups
- Prizes for the best themed car
- Encourage everyone to dress up
- Maybe a possible game or activity linked to the movie
- We could sell glow sticks
- Food Trucks would be on site early and stay for movie
- We could get sponsors to help with prizes, costs and maybe candy
- Trunk or Treat will be 4-6 pm; movie at dark

Event Coordinator Ian McLeod reported on the new prices that will be charged after the Fall Festival. Vendors going forward will have Resident rates and Non-resident rates. Residents \$40; Non-residents \$50

Late registration would be Residents \$50 and Non-residents \$60. Everyone seemed agreeable. There will also be new Food truck rates. Gate Card Keys are raising from \$25 to \$50 per year. These have never been raised.

4. *Community Yard Sale*

Ian also informed the board about the proposal for the Community Yard Sale that he has been working on with Brenda Hewlett. We are looking at the 1st weekend in August and may have 2 or 3 a year if successful. Town Manager Athina Williams is reviewing the

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- Proposal now, and we will bring it to the next meeting if approved.
- We are thinking the Downtown lot would be a good place to have it
 - Registration by Rec Desk, and limit to 30 vendors.
 - We haven't worked out the space requirements yet, but perhaps they could choose between 10 x20 Large or 10 x 10 small.
 - Future Yard sales may have a theme, such as Kids Clothing and Toys, Adults, etc.
 - Geared to neighborhoods that have an HOA and don't allow Yard Sales
- Chairman Vince questioned the name of this event, discussion ensued.

ITEM # 6 - OTHER ITEMS AND REPORTS

a. Chairperson

None

b. Vice-Chairman

None

c. Staff And / Or the Commissioners

None

ITEM # 7 – ADJOURNMENT

Since this was an unofficial meeting, there was no vote to adjourn. Chairman Vince Matthews concluded the meeting.

Minutes compiled by Sharon A. Niemann for BKH

SIGNED:

Vince Matthews, Chairman

ATTEST:

Sharon A. Niemann, Town Clerk