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|  | ***City of Boiling Spring Lakes***9 East Boiling Spring Road**Boiling Spring Lakes, NC 28461** |

**Parks and Recreation Advisory Board**

**Meeting Minutes**

**October 18, 2023**

**6:00 P.M.**

**City Hall**

**Attendance: Stephen Dunn, Joene Conley, Kathy Curtis, Ann Marie Charette, Staci Wood, Bob Smith**

**Absent: Claudia Duncan**

**Director: Sara Goodwin**

**BOC Liaison: Tom Guzulaitis was absent**

**I. Call to Order**

 Vice Chair, Kathy Curtis, called the monthly meeting of the Parks and Recreation Advisory Board to order at 6:00PM.

**II. Introductions – none**

**III. Approval of Agenda**

Stephen moved to approve the agenda; Bob seconded. Vote 6-0

**IV. Approval of Minutes**

Ann Marie moved to approve the minutes of the last meeting; Bob seconded.

 Vote 6-0

**V. Director’s Monthly Report -**

 Included, and highlights filled vacancy of senior coordinator, Fitness room attendance, as well as attendance in other programs, and revenue.

**VI.** **Committee Selection & Reports -**

Facilities – Stephen expressed his gratitude for Claudia taking care of the issues he brought up last meeting. She buried the mats and moved the picnic bench. Kathy will outline the different committees for our next meeting so people can sign up. Ann Marie’s term ends this month, there was one application sent to Sara.

BOC reminders – Stephen is November, (since Claudia did his October) and Staci is December.

**VII. Public Comments - none**

**VIII. Old Business**

1. **501c3 Update –** Claudia was not present so we will update this next month.
2. **Extended an offer for the senior coordinator position –** Amy Seegen begins 10/30/23
3. **Claudia buried all the mats at Muse Park**
4. **The park concerns that Stephen had have been addressed and sent to PW -**they have taken care of.
5. **Claudia took care of the table at SLP that was not where it was supposed to be.**

**IX. New Business -**Kathy will outline the committees. BOC meeting is Nov. 8

**XI. Announcements –** none

**XII. Adjournment –** Stephen moved to adjourn the meeting; Bob seconded. Vote 6-0

 Time 6:45 pm

Respectfully submitted,

Joene Conley

Secretary

Parks & Recreation Advisory Board