



St. Tammany Parish
Recreation District #4
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Mike Cooper, Parish President
James"Jimmie" Davis, Councilman
Jordan Johnson, Executive Director
Fabian Hartley, Athletic Director
Sherry Marrero, Administrative Assistant

Board Members
Gerrin Narcisse, Chair
Al Hamauai, Vice Chair
Steve Muller, Antoinette Wright,
Lucinda Roberts, Jody Charbonnet,
Wendy Batiste

**Board of Directors
Meeting Minutes
July 15th, 2020**

- 1. Call to Order: 6:35pm**
- 2. Opening Prayer & Pledge of Allegiance to our Flag.**
- 3. Roll Call: Jacki Schneider- absent**
 - Gerrin Narcisse- present**
 - Al Hamauai- present**
 - Steve Muller- present**
 - Antoinette Wright- present**
 - Jody Charbonnet- present**
 - Lucinda Roberts- present**
 - Wendy Batiste- present**
- 4. Oath of Office was administered to the above by attorney Laurie Pennison. All board members will return to Mrs. Pennison two (2) completed oath of office forms**
- 5. Approval of Minutes June 17th, 2020- Approval of the June 17th, 2020 meeting minutes. Al makes a motion to approve the June 17th, 2020 meeting minutes. Jody seconds the motion. All board members are in favor.**
- 6. Financial Report- Board members looked over and discussed the check register of checks that have been cut and debit purchases that were spent. Jordan shared with the board that we received another bill from LWCC in the amount of \$6,300.00. Jordan suggested that they create a line item in the upcoming budget.**

Motion to accept the financial report. Al makes a motion to approve the financial report. Jody seconds the motion. All board members are in favor.

7. Discussion of 2021 millage to see if millage will stay the same or roll up- Laurie Pennison wanted to make it clear that the actual milage now is 10.610 after the reassent. Antointte makes a motion to accept the reassessment of 10.610 milage. Steve seconds the motion to accept the reassessment of 10.610 milage. Laurie Pennison reads the resolution to the board members. Laurie Pennison takes a roll call vote on the 10.610 milage. All board members are a “yay “for their vote.
8. Director’s Report – Jordan welcomed the new board members to the Recreation District #4 board. Jordan spoke about how tackle football is becoming more and more obsolete. We have decided to go with play 60, all details were sent out to each board member. As of right now registration is on hold due to Covid-19. We are still waiting on the arrival of our sanitation stations that were ordered. I am keeping everyone up to date on the walking trail as I continue to work towards it. Virtual dance camp is still going on, I have been up and running for about three weeks now. Sherry and the other dance team instructors have been very creative with switching dance camp to virtual. Our cheering leading coach wants to do an end of the year banquet. I let her know that we will support her with this process. Back to School Bash will be Aug. 1st from 9am-3pm. It will be a drive up to pick up school supplies. Half cards have gone out to the community to remind everyone of the Back to School Bash. The next three Wednesdays Kona Ice will be outside of the park to sell snowballs to the community. Some of the proceeds will be donated to the rec center. Jordan mentioned to the board that some organizations reached out to me again about renting out the gym for practice. Jordan did clarify that the board did not want any practices to go on at this time but would bring the topic up again to let the board discuss. Board discussed the topic and are still not wanting practices at this current time. The board would like to wait until things get better regarding the virus and wait until the parish president says it is ok to open back up. Gerrin would like to congratulate Jordan for getting accepted into Leadership of St. Tammany.

Old Business

1. Discussion going forward if the district stays closed or if it were to reopen. Systems that will be put into place when we open that will assure proper sanitation- Laurie will be attending an upcoming seminar about rules regarding Covid-19. Al states, he does not feel comfortable opening back up until the parish president says it’s ok to do so. Jordan said we are still waiting on some of the sanitations items to come in so that we

can open up properly when we get the approval from the parish president. Board agreed to keep the rec district closed until further assessments from the parish president. After we receive approval to open from the parish president and we receive all of the sanitation products Jordan will report to the board.

2. Discussion of tree monitoring that has been taking place to assure protection of our children- Al mentions his concern regarding the playground equipment and where it was moved to, trees possibly falling on the playground equipment. The playground was moved to an area that some wanted and some didn't. Jordan presents to the board some quotes from tree assessors and went over the details on each company. Northshore Tree Specialist offered to waive his fees to be donated to the children in the community. Al asked Jordan to send all the board members a copy of each quote and they will discuss more on this topic next month.
3. Discussion of Keller Field follow up, bathrooms, etc- Steve shared the information from the three different contracts that was given for this project. Steve has offered to be on the committee to build a master plan for the bathroom project. Steve shared with the board of different people that could give the recreation a better deal than the bids that was sent from the contractors. Jody mentioned, that he was curious about the building requirements.
4. Discussion of hiring board secretary to get finalized- Gerrin talked to Rachel and he said she seems like a good fit for the board secretary position. Gerrin wanted to bring this topic to the board to discuss. Abtoinette makes a motion to hire Rachel Brumfield for the board secretary position. Al seconds the motion. All board members are in favor.

New Business

1. Budget for rest of this year and the effects the virus may have on it- Jordan mentioned that John Murry from LaPorte suggested that we amend the budget due to 5% of our expenditures. The future projects that we will be moving forward on

, I will be pulling from different line items from the budget that were not used this year.

2. **Board needs a detailed work schedule that was completed by all staff from our March closing to date-** Al is concerned about the public questioning the staff, because the rec is not functioning at full capacity. He asked that Jordan have a weekly detailed list of everything that everyone is doing, so the board doesn't get criticized by the public. It's all public record for the community to ask about and he doesn't want the public to come and say they paid the staff for nothing. Gerrin mentions to keep record of what everyone is doing to have justification.
3. **Board members to discuss committees to be appointed and discussed.(finance/budget/athletic/policy and procedure/personnel)-** Gerrin went over the different committees with the board, and he mentioned that it would help with organization of the board and will help with cutting down the time of each board meeting. Al suggested that Gerrin sends out detailed info on each committee and see who would like to volunteer on each committee.
4. **Board to meet for executive session-** Motion to go into executive session. Al makes a motion to go into executive session. Wendy seconds the motion. All board members are in favor.

Public Comment

- No public comment.

Motion to adjourn:

- Adjournment: 7:51 pm
- Next meeting date: 08/19/2020

