

**Minutes of the Meeting of the Board of Directors  
Greater Muhlenberg Parks & Recreation System**

**Tuesday, May 15<sup>th</sup>, 2012**

A meeting of the Board of Directors of the Greater Muhlenberg Parks & Recreation System, was held this day at 4:30p.m., CST in the Board Room of Old National Bank, 131 East Main Street in Greenville, Kentucky.

**Members Present:** Shannon Combs  
Elizabeth Anne Gentry  
Matt Perkins  
Tammy Piper  
Cassie Reynolds, Treasurer  
Ben Van Hooser  
Steve Wells, Chair & Acting Secretary  
Gail Johnson, Vice Chair

**Staff Present:** Mr. Paul Thomas Barton, Executive Director

**Guests Present:** Ms. Kathy Jacobi, Felix E. Martin, Jr. Foundation President  
Ms. Lindsey Ransdell, Felix E. Martin, Jr. Foundation Program Officer  
Pat Hoagland, brandstetter-Carrol

**Members Absent:** Shawn Conkwright, Lee Freeman, Tracy Hope,

**A. Welcome & Call to Order**

The Chair, Mr. Wells, called the meeting to order. He welcomed all Board Members and guests and thanked them for attending.

**B. Executive Director**

Tommy Barton reported that he has had several meetings over the month which will be addressed in the agenda items. He reported that he moved his family down successfully and they are awaiting closing on a home in Greenville. Tommy also reported on the budget report.

**C. Administrative Business**

**Approval of the April Meeting Minutes**

Mr. Wells called on the Board to approve the minutes from the April meeting 17<sup>th</sup> of the Board of Directors.

**Action:** *Ms. Gentry made a motion to approve the minutes from the April 17<sup>th</sup>, 2012 meeting. Mr. Combs seconded the motion. There being no objections, the Board unanimously approved the minutes.*

*Mr. Wells called for the board to approve of Tommy Barton being elected Secretary of the Board.*

**Action:** *Ms. Johnson made a motion to elect Mr. Barton as Secretary. Ms. Reynolds seconded the motion. There being no objection, the Board unanimously approved of Tommy Barton as Secretary*

Mr. Barton reported that he had opened a checking account at First National Bank. The board discussed the need for a debit/credit card which Ms. Reynolds reported would have a 1,000 limit. The board agreed to add a debit card to the account.

Mr. Barton reported that it would be best to manage the accounts with QuickBooks as he has in prior positions

**Action: Mr. Van Hooser made the motion to purchase QuickBooks for account management. Mr. Perkins Seconded. There being no objections, the Board unanimously approved of the purchase of QuickBooks.**

Ms. Ransdell reported that the Martin Foundation lawyers are working on the 501 (c) (3) application.

#### **D. Marketing**

##### **Website**

Mr. Barton presented the board with 2 companies that specialize in website design and logo creation. K-tech and Liquid Concepts. The board reviewed current websites that both companies have designed and unanimously felt that Liquid Concepts' websites were more artistic and professional. Neither company could give an accurate quote until they understand the concept of the GMPRS website. The board unanimously agreed to pursue Liquid Concepts as Webmaster.

##### **Logo**

Mr. Barton presented a few more logos he and his wife had worked on. The board agreed to get professional help and agreed to have liquid concepts work on a new logo.

#### **E. Programming**

Mr. Barton presented the board with 3 quotes from insurance carriers to provide liability insurance for programming.

**Action: The board agreed that Kentucky League of Cities 1 million liability insurance was the best option but would like to see how much it would cost a year to carry 2 million in liability and/or 4 million in liability. The board agreed that Tommy will request quotes and the board will vote through email.**

#### **F. Master Plan / Pat Hoagland**

Tommy Barton reported that himself, Architect Pat Hoagland, Superintendent Dale Todd, maintenance staff of the School District, Steve Wells, and members of the Martin Foundation all meet to discuss the Concept of a County Park at the West Campus. The group looked over logistics and physical layout of the plan. Superintendent Todd took the issue to the school board and they had voted at their regular meeting to approve of a 50 year lease for \$1 a year for the County Park. The school board also approved of providing the maintenance of the park. It was also determined, because we will be making improvements, we will not have to purchase mineral rights. Mr. Barton also reported that Texas Gas will be closing down the Greenville baseball/softball diamonds as of December and that Greenville Baseball/Softball will not have a home field. With the board up to speed Tommy introduced Pat Hoagland of Brandstetter-Carroll and Pat lead the board through a review of the Master Plan for parks. The top 3 improvements the public expressed were #1 acquire land and build a County Park, #2 Fix up small

county parks, #3 widen the rail trail. Pat also showed the board a few revisions he had made to the county park plans. With that said the board discussed a plan of action .

Ms. Gentry expressed that the board should spend some money on all the county parks first before building the county park.

Mr. Van Hooser agreed but stated with the recent baseball issue he is "leaning" towards the County Park. Mr. Van Hooser also asked Tommy for a detailed report on small parks and the cost involved.

At this time Cathy Jacobi stated that the Martin Foundation had voted and approved of 3 million dollars for capital improvement to parks over the next three years.

Shannon Combs stated that he felt there needed to be a better breakdown of cost on both the County Park and Small Parks before any decisions be made.

There was also a discussion on the future building plans of the school district.

The board then discussed how to move forward. Mr. Barton will analyze the small parks and get some cost estimates for next meeting. The Chair then asked the board for a motion to approve Brandstetter-Carrol current scope of work and Master Plan Development.

**Action: Ms. Gentry motioned to approve the scope of work and the Master Plan Development Fees for Brandstetter-Carrol not to exceed \$20,000. Ms. Johnson seconded.**

**Action: Mr. Van Hooser motioned for up to \$50,000 dollars from the Martin Foundation Capital improvement donation for Brandstetter-Carrol's Final design work of the County Park. Mr. Combs seconded.**

### **G. Adjourn**

There being no further business to come before the Board, the Chair called for a motion to adjourn.

***Action: Mr. Van Hooser made a motion to adjourn. Ms. Gentry seconded the motion. There being no objections, the meeting was adjourned.***

The next meeting will be held June 12<sup>th</sup>, 2012 at 4:30p.m. at Old National Bank.

Respectfully submitted,

Tommy Barton, Secretary of the Board