

## **NORTH MANCHESTER PARK AND RECREATION BOARD**

November 24, 2025

### **MINUTES**

The North Manchester Parks & Recreation Board met in regular session at the Strauss-Peabody Aquatic and Fitness Center Conference Room. Members present: President Mel Sautter (28), Vice-President Jack Vineyard (29), Rick Espeset (26), Becky Kreps (26) and Bobbi Lautzenheiser (27). Also present were Jennifer Hotchkiss (Director) and Linda Miller (Assistant Director).

#### **CALL TO ORDER**

President Mel Sautter called the meeting to order at 6:00 p.m.

#### **AGENDA AMENDMENTS**

There were none.

#### **VISITOR COMMENTS**

There were none.

#### **MINUTES**

Minutes from the October 29, 2025 Regular Meeting were presented for approval. Motion for approval (JV/BL) was passed by a voice vote of members present.

#### **MAINTENANCE REPORT**

The Maintenance Report was reviewed. (Copy attached)

#### **DIRECTOR REPORT**

The Director's Report was reviewed. (Copy attached)

#### **MRA REPORT**

Jack had no update at this time.

#### **TREASURER'S REPORT AND BILL PAYMENTS**

##### **Claims and Allowance Docket**

The November Claims and Allowance Docket in the amount of \$84,720.57 was reviewed. Motion to approve the November Claims and Allowance Docket in the amount of \$84,720.57 (BL/BK) was passed by a voice vote of members present.

#### **Monthly Park and Recreation Financial Reports**

The November Claims Summary, Utility Comparison Report, October Expense Reports and October Revenue Reports were reviewed.

#### **UNFINISHED BUSINESS**

##### **Good Deeds Grant Application**

Mel informed the board that the grant for trees is coming from Manchester Recycling Environmental and not the Good Deeds Grant, and it was approved today. The check total is \$2,975 and includes the cost of purchasing 14 trees, miscellaneous fees and rental of an auger. Ten will be planted at Ogan's Landing and 4 at Warvel Park. Mel will contact Noah about the date(s).

**NEW BUSINESS**

**COMMENTS AND QUESTIONS**

There were none.

**ADJOURNMENT**

Meeting was adjourned at 6:21 p.m.

APPROVED \_\_\_\_\_

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Mel Sautter, President

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Jack Vineyard, Vice-President

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Becky Kreps, Member

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Bobbi Lautzenheiser, Member

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Rick Espeset, Member