

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 _____

Mel Sautter, President

Jack Vineyard, Vice-President

Becky Kreps, Member

Bobbi Lautzenheiser, Member

Rick Espeset, Member