

**Carmel/Clay Board of Parks and Recreation
Tuesday, May 27, 2014, 6:00 p.m.
Monon Community Center**

Members Present: Donna Cihak Hansen (*left meeting at 6:30 p.m.*), James Engledow, Wendy Franklin, Kathie Freed, Jenn Kristunas, Richard Leirer, Linus Rude

Members Absent: Joshua Kirsh, Rich Taylor

Others Present: Michael Klitzing, Chief Operating Officer (COO); Audrey Kostrzewa, Business Services Director; Debra Grisham, Park Board Attorney

Roll Call, Call to Order & Pledge of Allegiance

Board President Engledow welcomed everyone to the meeting and asked Mr. Leirer to call the roll. Mr. Leirer stated that there was a quorum, at which time Board President Engledow called the meeting to order at 6:03 p.m. followed by the Pledge of Allegiance.

Public Comments

There were no public comments.

Presentation

ACTIVE Network – Sara Wise-Martinez, Senior Account Executive

COO Klitzing introduced Sara Wise-Martinez. The Department has been evaluating different types of software to replace the current primary software provider (RecTrac) which has been used since prior to the opening of the Monon Community Center. RecTrac is still widely used, but we are having some operational challenges, and it is not the most user-friendly software.

Ms. Wise-Martinez thanked the Park Board for the opportunity to present an overview of the ACTIVE Network, a web-based software. Several Board Members asked questions regarding payment methods, service fees, park and recreation agencies currently using software, cost, tradeoffs, etc. COO Klitzing stated that the Department is currently in negotiations with ACTIVE Network. Once the agreement is accepted by Debra Grisham, the Park Board Attorney, staff will bring the contract to the Park Board for its approval. It is possible that we could implement the software this year beginning with registration in December for 2015 MCC classes/programs, followed by Summer Camp Series, and ESE (2015-16 school year).

Ms. Cihak Hansen left the meeting at 6:30 p.m.

Action Items

Minutes – May 13, 2014 Park Board Meeting

Ms. Kristunas made a motion to approve the minutes as presented. Ms. Franklin seconded the motion. Mr. Leirer stated that there was extensive discussion on the cabanas, and he requested that the minutes be changed accordingly. No vote was taken. Board President Engledow stated this agenda item would be tabled so the minutes could be changed and presented at the next Park Board Meeting for approval.

Claim Sheet May 27, 2014

Ms. Kristunas made a motion to approve the Claim Sheet as presented, seconded by Ms. Franklin, and unanimously passed 6 – 0.

Clay Township Claim Sheet May 27, 2014

Ms. Kristunas made a motion to approve the Clay Township Claim Sheet as presented, seconded by Ms. Franklin, and unanimously passed 6 – 0.

Consideration of Matters regarding Central Park Dog Park – Mark Westermeier

COO Klitzing announced that Director Westermeier was attending the Clay Township Board Meeting. In his absence, COO Klitzing stated there were no action items to be addressed by the Park Board. The project is moving forward and all necessary demolition permits have been obtained. Ms. Franklin inquired about using ACTIVE in conjunction with the new dog park. COO Klitzing responded that this was a good suggestion, and he would look into the possibilities.

Discussion Items/Board Comments

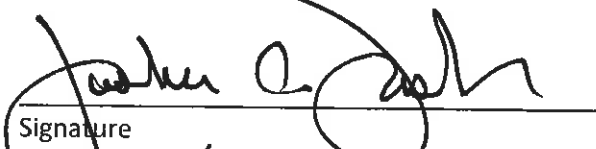
Mr. Leirer said he was sorry to have missed the ribbon cutting today at Founders Park. Ms. Freed said she did attend and that the facility (Wilfong Pavilion) was fantastic. Mr. Rude stated that he also missed today's event, but hoped to visit very soon.

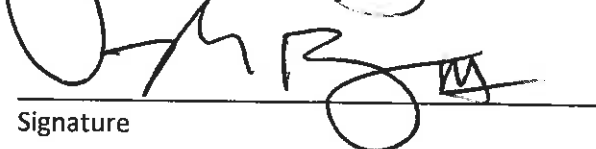
Board President Engledow recognized the Department for being a finalist for the Gold Medal Award. This honor is quite exciting and shows how far the Department has come over recent years. Board President Engledow explained that this being a Gold Medal finalist is separate from CAPRA (Commission for Accreditation of Park and Recreation Agencies) COO Klitzing thanked the Park Board for their support, as well as the support of previous Park Board Members and elected officials (City of Carmel and Clay Township).

Adjournment

There being no further business, Mr. Leirer made a motion to adjourn, seconded by Ms. Kristunas with no objections. The meeting was adjourned at 6:58 p.m.

Approved,


Signature


Signature

6-18-14
Date

6-18-14
Date