

PARK & RECREATION COMMISSION MEETING MINUTES

Wed., June 4, 2013

Meeting 6:30 PM

Holbrook – Palmer Park

150 Watkins Avenue, Atherton

This meeting was called to order at 6:35 pm.

1. **Roll Call**

PRESENT –	Marylue Timpson Diane Crittenden Frank Merrill Tina Isenberg Howard Crittenden	
EXCUSED -	Bob Roeser	
ABSENT -	Bob Oyster	
STAFF-	Steve Tyler	Park Superintendent

2. **Public Comments:** None

3. **Approval of May 2013 Meeting Minutes:**

Motion (D. Crittenden) to approve with May 2013 minutes as written with the change under “Dames report” reflecting trip to Stanford was not “planned” but had already happened in April.
2nd: T. Eisenberg AYES:5 NOES: 0 **PASSED**

4. **Commission Business:**
 - LL update – D. Crittenden presented the Park and Rec review to the Planning Commission at the May 22 meeting. She reported that the Planning Commission’s main concern appeared to be land use. Planning Commission’s concerns have been sent to staff and M-ALL for answers. Next Planning Commission meeting is June 26, 2013 at the Council Chambers.
 - Master Plan – Marylue volunteered to help staff in the selection process for the park master plan. Process is expected to be completed in June.
 - Donation Policy – No comments from Park Foundation as of this time. Will discuss at the July Foundation meeting. Staff to prepare a map of the park for future locations of donations.
 - Officers – It was agreed unanimously that June will be the month in which new officers are chosen for the Park and Recreation Commission.

5. **Foundation Report :** Frank Merrill
 - Shirley Carlson steps down as Foundation President effective July 1, 2013. Frank Merrill will assume this position going forward.

6. **Dames Report:** Tina Isenberg
 - The Dames were VERY BUSY in May

- i. 2 new changes made to the Dames bylaws (Launched a “President elect” position to smooth transition and clarification of “vice president membership” position.
- ii. Family picnic at Denise Kupperman’s house a success.
- iii. May 14 meeting at Carriage House led to decision to begin its renovation.
- iv. Thanked old board and welcomed new. 24 new members added this past year. 2 goals confirmed (event garden and Carriage House renovation), \$17,000 net profit raised in the past year.

7. Staff Reports – Steve Tyler

- o Playschool - to receive a new floor in August (during summer break).
- o Park goings on – staff updated Commission on recent maintenance activities in park.
- o Events – update-provided of upcoming June events.
- o Walk through items – list of items provided to Commission. Current updated of completed projects .to be provided June meeting.
- o

8. Regular Agenda –

- Vote on officers for 2013-14 – Marylue Timpson for Chair - Motion (D. Crittenden) –2nd: F. Merrill; AYES: 5 Noes: 0 **PASSED**
 Diane Crittenden for Vice Chair – Motion (M. Timpson), 2nd (F. Merrill)
 AYES: 5 Noes: 0 **PASSED**
- July meeting – Quorum not expected for a July 3, 2013 Park and Recreation meeting. Cancel July meeting making Aug. 7, 2013 next meeting date. Motion (D. Crittenden) –2nd: S. Crittenden; AYES: 5 Noes: 0 **PASSED**

9. Future agenda items – Park contracts and donation policy approval for Council consideration.

- 10. Motion for Adjournment- 7:58 PM – D. Crittenden AYES: 5 Noes: 0 **PASSED****

The next regular meeting is scheduled for Wednesday, August 7, 2013.
Regular meeting begins at 6:30 PM at Holbrook-Palmer Park Main House.