



Meeting: **Parks & Recreation Commission**  
Place: **106 S. Main St.**  
Date: **Wednesday, April 3<sup>rd</sup>, 2013 @ 6:00 P.M.**  
Webpage: <http://www.poynette-wi.gov>

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## MINUTES

Called to Order at 6:04 p.m.; Present: Tomlinson, Belay, Bryant, Horn, Nooyen and Golueke. Chapa absent.

1. Approval of Agenda: Motion by Belay/Horn to approve agenda; M/C 6-0
2. Public Communications & Comment: None
3. Reports: Bryant gave update on blue bird houses, as soon as it warms up enough bird houses will be placed on Rowan Creek Trail. Garden Association request to cut down trees east side of community garden, more research has to be done before that can be addressed.
4. Business Activities:
  - a. Approval of meeting minutes from March 20<sup>th</sup>, 2013: Horn/Bryant motion to approve, MC 6-0
  - b. Discussion of purchasing own equipment for Movies in the Park verse paying The Party Company; for this year it was decided to still rent equipment from The Party Company, but to go with a 20' screen verse 30'. Commission watched a video presentation from Silver Screen showing a backyard movie system; concerns that the screen & speakers are too small and questions of who would be responsible for the set up and tear down. More research will be done, possibly having Silver Screen give us a demo.
  - c. Discuss and select dates and times of this summer's Movies in the Park; the 2<sup>nd</sup> Friday of each summer month, with an exception of August, being the 1<sup>st</sup> Friday; June 14, July 12 and August 2<sup>nd</sup> and a tentative date for a demo showing with Silver Screen set for Friday August 30<sup>th</sup>.
  - d. Barb Byrnes to discuss time off request and other concession stand topics; Barb requested to have off May 10, 17, 26 & 27, July 4 & 19, commission to find alternative person to work, possibly give new person hired more hours.
  - e. Discuss product selection and pricing for concession stand items and set policy on purchasing; it was decided to stay local and purchase at the Piggly Wiggly. Barb will continue to purchase select items and will watch for sale items.
  - f. Discuss/Consider purchasing cash registers for concession stand to help track sales & inventory; it was decided that registers are not needed at this time. Request that the concession stand employees give a report to the office staff of sales and purchases made weekly.
  - g. Update on Pauquette Park bathroom project; Tomlinson contacted contractors and the anticipated completion date will be April 30<sup>th</sup>.
  - h. Update on Pauquette Park concession stand equipment; the 3-door cooler will be delivered by Poynette Iron Works on Friday April 5th. Motion by Tomlinson/Bryant to wait on the sink but to order the 30"x84" stainless steel table; MC 6-0 Still actively looking for an upright freezer.
5. Review of Items for Next and Upcoming Meeting Agendas: Advertising for Movies in the Park, finalize price list for concessions, Freezer update, Update on Silver Screen movie equipment, Garden Association request to take down trees on east side of garden, bathroom update, roll out EAB community awareness efforts, Update with PW regarding solution to sink hole on Rowan Creek Trail, organizing fall/winter festival and discuss at budget time ordering swing set for Columbia Park.

The meeting adjourned at 8:09 p.m.

Minutes Approved May 1<sup>st</sup>, 2013

Judy Senkowski, Parks Commission Secretary