

THE RAYMORE PARKS AND RECREATION BOARD MET IN REGULAR SESSION TUESDAY, JANUARY 24, 2017, IN THE CITY HALL COUNCIL CHAMBERS AT 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI.

MEMBERS PRESENT: Chairman Manson, Members: Castleman, Cipolla, Eastwood, Harris, Heath, Seimears and Trautman. Member Houdyshell was absent.

STAFF PRESENT: Director Musteen, Superintendent Rulo and Office Assistant Naab. Superintendent McLain was absent.

1. Call to Order Chairman Manson called the meeting to order at 7:03 pm.

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearance

5. Acceptance of Minutes of November 22, 2016 Meeting

Motion: Member Harris moved to approve the minutes.
Member Castleman seconded.

Discussion: None

Vote:	8 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	1 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Absent
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

6. Committee Reports

<i>Finance Committee</i>	(did not meet)
<i>Recreation Committee</i>	(did not meet)
<i>Grounds Committee</i>	(did not meet)

7. Staff Reports

Recreation Superintendent McLain is absent, a written report was submitted.

Parks Superintendent

- Superintendent Rulo commented on the stocking of trout on Friday January 20.
- Member Seimears asked will the trout have time to reproduce? No they will not do so in the lake as it is too shallow.
- Member Harris asked about catch and release versus keeping your catch. To keep the trout, you must have a trout tag which costs an extra \$7.

Parks & Recreation Director

APPROVED: February 28, 2017 (7-0, 1 abstain)

- Director Musteen commented on a meeting with the City Council on Monday January 30 regarding the Parks Department taking over the cemetery.
- This Friday, Director Musteen will be going to Branson for a meeting on the MPRA State Conference scheduled for March.
- Director Musteen talked briefly about the Minsky's rock program.
- Director Musteen made note that the basketball league had started last Saturday January 21.
- Director Musteen noted that pre-bids for the RAC building begins on Thursday January 26.
- Member Harris asked how often is the Minsky's Rock put out? It is put out every 2-3 days.

8. Old Business - None

9. New Business

A. Rec Trac 3.1 Upgrade

Action Item

Staff provided a report to the Park Board requesting authorization for a budget amendment to fund an upgrade to our current RecTrac Software system.

Motion: Member Harris moved to accept the RecTrac 3.1 upgrade.
Member Castleman seconded.

Discussion:

- Member Eastwood asked if any other software programs were looked at?
 - Director Musteen replied yes but it would cost more to eliminate the current system and install a new one.
- Member Eastwood asked how many other departments use our current system?
 - Director Musteen stated that Rec Trac is the most popular database software.
- Member Harris asked if the new RecTrac will link to our park and rec page?
 - Director Musteen replied yes.
- Member Harris asked if we could use it for scheduling games?
 - Yes, but we will continue to use Teamsideline because the other cities we share play with use Teamsideline as well.
- Can we use it to schedule referees and umpires?
 - We will be implementing a different program for the sport officials at a future date that will incorporate a time clock system we can utilize the wifi / internet in the concession stand.
- Member Heath asked who will be involved in the training for the new system and where is the training located?
 - Director Musteen replied that Superintendent Mclain went to a week long training in Vermont and a representative will come here during the last week of February.
- Chairman Manson asked if all the staff will be trained for the new system?
 - Director Musteen replied that all personnel in our office will receive training.

Vote:	8 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	1 Absent	Member Eastwood	Aye
		Member Harris	Aye

APPROVED: February 28, 2017 (7-0, 1 abstain)

Member Heath	Aye
Member Houdyshell	Absent
Member Manson	Aye
Member Seimears	Aye
Member Trautman	Aye

B. Efficiency Improvement Implementation

Report Item

Director Musteen provided the Board a report of changes in day to day operations that improve efficiency and overall effectiveness of the Department. Highlights include the addition of the Athletic Coordinator, updates to the online registration webpage and interdepartmental cooperation with the communications staff.

10. Public Comment

11. Board Member Comment

- Member Seimears complimented the park staff on a job well done.
- Member Castleman commented that Fox4 did a short two minute story on the 6:00 pm news about the trout being stocked at Hawk Ridge Park.
- Chairman Manson thanked the Park Staff for all their reports and an efficient meeting.

12. Adjournment

Motion: Member Harris moved to adjourn the regular meeting.
Member Castleman seconded.

Discussion: None

Vote:	8 Aye	Member Castleman	Aye
	0 Nay	Member Cipolla	Aye
	1 Absent	Member Eastwood	Aye
		Member Harris	Aye
		Member Heath	Aye
		Member Houdyshell	Absent
		Member Manson	Aye
		Member Seimears	Aye
		Member Trautman	Aye

The regular meeting of the Raymore Park Board adjourned at 7:26 pm.

Respectfully submitted,
Greta Naab
Office Assistant