

June 26th, 2019

Clinton Parks & Recreation Meeting Minutes

6:00pm

Clinton Parks & Recreation Building
560 High Street

Call to Order: 6:05pm

In Attendance:

- Ed Verrier, Matt Kobus, Rosa Kairit, Yoanna Osborne, John Baird, Jodi Breidel, Russ Karlstad, Bob Gibbons, Matt Verakis, Intern- Courtney Tomolo

Administrative:

- **Review and Acceptance of Previous Minutes**
 - o Ed announces that they will be reviewing previous minutes
 - o **4/24**
 - Yoanna explains that we only have a couple minutes to review 4/24 and asks if anyone wants to look at them and discuss/or add anything
 - Jodi makes a motion to approve the minutes from 4/24, Yoanna seconds, all in favor
 - o **5/29**
 - Yoanna mentions a site visit on the 24th but mentions that 5/29 was kind of lengthy and still had a lot of detail in there and says that we are going to have to table them until next meeting because she couldn't get through all of them.
 - Yoanna then asks to table the 29th
 - Yoanna makes motion to table the 29th, Jodi seconds, all in favor to table 5/29 minutes.
 - o **5/22**
 - Yoanna discuss' the minutes from 5/22 and how there was a small problem with these. They had a formal request from a media representative that we actually had to produce minutes from our interview session under executive session and that we were told it could be in draft form and says she did not feel comfortable giving a draft in front of board because she is only one member and she took meeting notes but she didn't feel comfortable releasing draft notes just of her own.
 - Yoanna says there was a deadline he asked for them back on the 6th of June and there was a 10 day business day thing, and that would have been last week

and she said she felt more comfortable waiting till in front of the whole board to do this.

- Yoanna presents her draft and what's to be able to submit these to everyone so they can add and/or subtract whatever they like and says she is going to finish them and send them out to everyone and that if anyone wants to add or subtract to them they can, if no one subtracts or to add to them she says she can still post a meeting we can do it this week and approve the minutes.
- Yoanna says if no one has any objection and everyone likes them then she can release them in draft form. She then asks if everyone is okay will that.
- Jodi that's fine because says she doesn't know what the other option is
- Yoanna explains the only other option would be to meet again in three days again just to approve the minutes to be able to release them, Yoanna states how she wanted to give everyone a chance to edit at them because they were basically just her notes
- Yoanna motions to table the minutes for 5/22nd under the conditions she mentioned, Matt Kobus seconds the motion, all in favor.

○ **6/5**

- Yoanna discusses that for 6/5 minutes there is a written record of them, but that says Courtney isn't a professional and that she did, and awesome job and they were like 7 pages
- Yoanna mentions how we were hoping to get a copy of the actual recording that Matt Kobus made so we could compare what she wrote against what was recorded because no one did take notes by hand
- Yoanna states that will be a question for Bob Gibbons
- Yoanna then says given the volume of notes we have to go over we are not prepared for tonight either so we need to table those as well till we can actually address with them
- Yoanna motions to table the minutes from 6/5, Jodi seconds the motion, all in favor to table 6/5 minutes

○ **6/19**

- Yoanna presents 6/19 minutes and asks if anyone would like to make a motion about these
- Jodi makes a motion to accept the minutes from 6/19 Site Visit, John Baird seconds, all in favor to accept 6/19 minutes

- **Town Council- Bob Gibbons**

- Ed introduces town council, Robert Gibbons to table
 - Bob Gibbons asked what they would like to know and mentions how the director sent him a series of four questions and is assuming all the commissioners have a copy of that

- Yoanna says no but they were told that if they have any questions, they should have submitted them to you in advance, and how she sent a few
- Jodi asks who wanted council here and Yoanna mentions how Ed wanted council here because we had some things up in the air, so he wanted Bob here to answer any questions and that she thought of some things cleared up
- Jodi says that maybe in advance of the meeting, like Bob said the full commission should get copies of those questions in advance
- Yoanna states she didn't realize that she had to submit them to everybody
- Rosa states that she wanted to hand them over to him, so he was prepared
- Yoanna says director and herself sent their questions
- Jodi says she didn't know where the requests came from and she didn't know what people were asking and that it was out of the blue
- Jodi suggests that if anything comes to the agenda the commissioners should probably get things together and should all be on same page, particularly when we are asking for visitors to come and present to us
- Bob explains how two of the four questions related to the hiring and discipline protocol for the commissioners, and particularly relating to summer help/positions and how from his understanding in the past the director appointed those positions, and in his recommendation is that shouldn't change
- Bob explains that the commissioners have overall authority for the CPR Department like they hired the director and that's all done except for the screening committee in a public meeting, but when your hiring laborer's/summer help that typically falls under the director you don't want to have to get together with entire board in a public meeting to hire summer help.
- Bob explains if there is an issue with those employees the director could call his office and deal with it over the phone and give advice of what should be done whatever the situation is, if not you'd have to wait to get together for a whole meeting. The positions below report to the department chair/head and the boards above only get involved as necessary.
- Yoanna asks the more so in the past that they've been included interviewing of the other mid-level management since they've been doing that, since they weren't suppose to with director that was supposed to be public, but what about now when Rosa is about to go into that session and do we need to post that meeting and be involved
- Bob responds by saying if the director is hiring that positions then he doesn't think that they should be involved and doesn't recommend they get involved because she is doing the hiring, and they don't want to be hiring employees at that level in a public meeting.
- Bob says if there ever was a need for the board to get involved in that process, which he doesn't recommend, then they would have to post those

meetings and they would be open to public meeting whereas if the director does the hiring she can do so as her schedule permits with no public notice.

- Yoanna says another question she has was when dealing with firing someone, which they never have, when dealing with that would they be that agent that does it or is it the personnel board
- Bob explains it is actually both, under the personnel bylaws is there is any disciplinary action or a reprimand the director should handle those, in a written form. But if your coming into a suspension, usually not the first you'd do, but she could take it before the board if she was looking for some guidance because she does have that authority under the personnel bylaws she has it to suspend/discipline on her own.
- If you're going to discharge someone, that's a two-step process, and he always recommends the director comes Infront of the board for that if she is thinking of terminating someone
- The person who is getting terminated would have notice, and that'd be a meeting they'd be entitled to come to, they chose if they want it to be an executive session, it's up to the employee whether or not to have it not the town. At the point after the board hears the facts they can then take a vote to initiate discharge proceedings, that means then under the bylaws it has to go to the personnel board for final approval. The board only votes to move forward with discharging someone they don't actually decide, then the personnel board would have a meeting with that employee, and they could invite the commission to attend and then they would either agree or disagree to discharge the employee. If they agree then the employee gets terminated.
- Yoanna states they are not looking to do that they just wanted it to be clarified because they hit this problem this year and since was here wanted to ask.
- Matt Kobus asked that in the past they requested that the Director communicate any corrective action that was taken just to notify the board, not to seek any input, just explaining what transpired and what she did, is that correct?
- Bob says yeah as long as there is no deliberation, you can share that information, but a lot of that goes into the employee personnel file and none of you as a board has authority to go into that personnel file as an individual capacity, but if the board as a whole needs to review that file for some reason, like termination, then that would be grounds for you to be able to see that personnel file.
- Bob says that's why when Rosa takes some corrective action, I'd be reluctant to go to the board because you don't need to know about it at that point. You as a board have hired a Director and its her responsibility to handle those employees and the board should only know as a needed basis. Because the

board has no authority going into a personnel file. If you had to go into that file, it would be a vote of this board to go in and you need grounds to do that.

- Bob says to Matt K I think she could send an email saying “hey I had an incident today and I issued a reprimand” just so you know but she doesn’t need to go into all the facts because that’s a slippery slope, you don’t want to get into a personnel file.
- The board can know of an incident but if it is starting progresses and there is another then maybe she could get the board involved because it’s getting serious. But its not your responsibility because you hire the director to handle the day-to-day tasks and that includes managing the employees. That is the same around the whole town.
- Bob says that another question he got was how Matt Kobus asked to record the hearing which he has right to do, the question is whether it’s a public record or not.
- Bob says no, because Matt is doing that in is individual capacity, if the board had vote to say I want to record our meetings because we need it to compare it against notes or whatever, that’d be fine. That wouldn’t be a public record because the board would have voted to do that here.
- Bob says in his opinion if someone asked to have a copy of the recording would be its not public record. But if say Matt wanted to hand it over/give it to a commissioner then it now would be public record. Bob says its not a public record but once it becomes one and if someone asks for it then we must produce it.
- Matt Kobus asks so the commission could make a motion to be in recording the meetings and that would?
- Bob says yeah if the commission voted to record the meetings going forward for rational reason then that’s in your discretion to do that.
- Yoanna asks about previous recording and if we can have access
- Bob says if you ask Matt to, he can, then becomes public record.
- Jodi mentions how they should vote on that, and that it would be easier for whomever is doing the note that way there is no confusion
- Yoanna makes a motion to start recording our meetings, Jodi seconds the motion, all in favor
- Yoanna asks if we have a device, we could use
- Matt says that he could do it no sense to buy one because he has it and says he can send us the previous meeting.
- Bob mentions another question was the chair and vice chair having special authority outside running the meetings, he states they really don’t, the chair is supposed to run meeting, set the agenda and the vice chair can assist but other

than that they don't have any special authority. Chair just control the conduct of the meeting, but authority outside there is none.

- Matt says in the future as a commissioner do, we have the ability to request something to be on the agenda
- Bob says yeah you can request anything, but the chair can either accept/decline it on the agenda
- Jodi asks about John spearheading the review of the bylaws for the board and hopes to add some type of operating procedures and guide for future board members like how to handles things, then asks if Bob may look/review at the by-laws and guide once they finish.
- Bob says that fine but cautions when doing the by-laws keep it a lower level, if you're going to have policies and procedures of day-to-day operations, he says he wouldn't incorporate that in the file and then this board and adopt that procedure and that becomes a policy or procedure of the CPR commission.
- Bob states how you don't want to have all those details in the bylaws, the bylaws you want to keep general and broad, and then the everyday policy and procedures you want to enact you can do that, call it CPR policies and procedures that you either approve or disapprove. Because then the board can decide when they get amended.
- Bob says and with a bylaw you got to go to a town meeting. That's why the day-to-day stuff doesn't belong Infront of town meeting it goes Infront of you folks and you choose policies procedures and you can modify them at a meeting as such. If want to change a bylaw, that's okay but you have to go to town meeting.
- Jodi mentions how there isn't currently any bylaws for the CPR it's just the personnel, Bob clarifies that there is but its just a page or a big paragraph and how its extremely broad. You can add to it but keep it broad.
- Yoanna mentions they want to get everything into one because they have 7 years of work, they just want to out together
- The board thanks Bob Gibbons and he exits the table.

Time: 6:33

****** Recording: Bob Cuts at 26:58******

Parks & Recreation:

- Clinton Area Little League- CALL Plaque

o Re-cap site visit 6/19/19

- Yoanna welcomes Matt Verakis to the table.
- Yoanna mentions that the people who were at the meeting was Dan Lucking, Jay L, Matt V, Jodi, Yoanna, and John B and they looked at two location
- One was left of little black pole under the scoreboard
- Yoanna says the case that was made was that it is closer to snack shack and more coverage of site from cameras, and main concern was that it was out of way of kids that might be motivated to climb on it also closer to where the adults and the snack shack so we can monitor what's going on around it.
- Other location was along center field in alignment with the press box and a direct line toward the pavilion where the peak is, along the warning track, like a foot out.
- Yoanna asks Matt V his opinion of where it should be.
- Matt V says its ultimately your decision where you want it for the town but he agrees with jays assessment and that if we edge out a nice plot and put mulch and plant some bushes it would be a nice spot so people aren't climbing on the rock
- Matt V suggests in between the two high beams under the score board mulch it, put some bushes, suggests a solar power spotlight, and that he has the cameras from the snack shack he can monitor but says he supports whatever they decide.
- Matt Kobus makes a motion to accept location one in front of the gazebo
- Jodi asks him if he is allowed to make a motion on this, and
- Matt K says he doesn't see why not, there is no benefit in it for him finically, Yoanna says because it's a little league situation
- Matt K says he's not sure they can ask bob but for time being he will weigh in on it and if he has to be corrected, he'll do so after.
- Yoanna states that she thinks formally he is not supposed to, Matt K responds he is going to proceed and if he needs to be corrected if wrong.
- Matt K urges location one because aesthetically when you look at the monument its dead center field and when you want by you'll have a great view of product itself, he feels it would be lost under the scoreboard and as far as addressing anyone climbing on it we can handle as it is.
- Matt V says then we could go for it there but no matter where we go, we should edge it out mulch it put bushes, and keep people off of it, and suggests no fence because it's sort of an eye sore.
- Jodi stated how Matt V suggests location two and that Matt K made a motion for location one.
- Rosa asks how close is location one from rock monument
- Matt states is not close to it, its center of gazebo, and leaves 6ft from walk-way path.
- Matt V says it's there decision, he just wants to express what he thinks, but doesn't disagree with Matt K but if we are going to do that then we should

spend the extra \$100/\$50 whatever it is little league can help, make it so it's a nice defined piece of land with mulch and something because people will go on it

- Yoanna says that she just wants them to be happy with where it is out down there, and when you see it its pleasing.
- Yoanna mentions its basically where it'll be safest.
- Jodi suggests putting it where they want it.
- Rosa mentions that you take the risk away of having children climb on it by putting behind the scoreboard because you can't really see from that angle
- Matt Kobus states that a majority of the kids collect around the picnic tables, you don't see many kids collect in center field, that where you see the adults.
- Matt K says in addition of putting a couple rose bushes on the side of it in center field you don't need to go the route of having a defined mulch bed. Likes the idea of it standing out versus two black poles.
- Matt V says he will agree on putting in that location as long as they agree not to just drop the granite in, and we don't do something about the area.
- John seconds matts motion to go over location, all in favor of putting CALL Plaque in location one
- Yoanna states we got make it look pretty and make sure it is placed nice.
- Matt K says we will make sure, add stuff like a couple rose bushes.
- Board thanks Matt V and he leaves table

Time: 6:46pm

*******Recording: Matt V Cuts at 40:25*******

Parks & Recreation Cont...:

- **Department Transition: Parks to Facilities- Director Russ Karlstad**
 - o Russ comes to table and says ask away
 - Jodi asks if Russ put himself on agenda
 - Rosa says she put him on to answer any questions about how things are going to go on moving forward
 - Russ says they still have ability to suggest/come up with ideas, but it'll come through facilities department.
 - Ed asks if we want to do a certain project in central park after July 1 then do, we talk go through director or to you
 - Russ says decide as a board you decide and bring it to the director, and they will run it through and they will execute that.
 - Jodi asks if he prioritizes the workload and you have the resources for the and then you communicate that to all depts. Like a list.
 - Russ says yes
 - Jodi asked if that was already included the project list in the budget, there is not enough to do it all, not fully funded.
 - Russ says he will discuss it with Rosa, and they will hash out how much money there is, discusses dealing with splash pad because its sinking, and states he can give the board reports
 - Ed says a year ago the fountain had a lot of cracks, inside fountain itself, and the flex seal didn't work
 - Russ states that were losing over 3,000 gallons of water a day right now
 - Ed says the first thing he said to Jody Goodrich was we should probably get someone in here to put something on the bottom of fountain to cover cracks
 - Russ says we will have a plan but are not doing anything till after the 4th of July, we need the fountain running.
 - Jodi says you will figure it out with Rosa on budget.
 - Russ says yeah, we are going to figure it out.
 - Says for operations we only had 10,00 and that it costs 10,000 just to fix everything in park, and nobody's budget was big enough to cover.
 - Matt K asks as far as the billing, currently submitted through CPR, anything related to maintenance or equipment goes through you?
 - And Russ says yes
 - Yoanna asks if all equipment will stay here
 - And Russ says we are not sure yet
 - Ed said we had money appropriated to fix the fountain
 - Russ says yes there is 16,000 floating somewhere
 - Ed says that and after/toward fall are we going to tackle the project?
 - Russ says yes probably before then
 - Yoanna asks about the status of parking being done down at savage?
 - Russ says nothing is happening yet, and that there is too much in the air down there. They can't remove skate park until they can replace it

and that they need to then they need to find somewhere else in town to put a new skate park.

- Russ states so until we can find another location for the skatepark we cant do anything about parking and that needs to be pushed.
- Yoanna says she guesses we should have a meeting/discussion about it.
- Ed mentions how kids in town built those ramps, and how they still are being used.

- **Park Atmosphere**

- Matt says he would like to push making all parks smoke free, because down at vale street when there is a game people are smoking in front of the kids, same with central park, he thinks it'd be nice to make all parks smoke free, and alcohol free.
- Ed says that we made a policy that all dogs need to be on a lease and he has stopped and he's caught a bunch of people doing so, and they didn't seem to care and says he doesn't think that putting no tobacco will do much.
- Russ says if we want this then we need to add this to policy and procedures.
- Ed states how many members of the board are down at the park are down there enough to check on many different issues like such on parks.
- Yoanna says when they made the rules of the parks, it was hard, and the real problem is enforcing it
- Rosa states that she does find it hard when she's having an outdoor movie, with children there, and people smoking right next to them and how it is hard to enforce during events because its not a rule and says she will look at other parks and so will Matt Kobus
- Jodi asks them to look into other parks policies/rules on smoking.
- Russ leaves the table

Time: Around 7:03

*******Recording: Cuts Russ K at 55:38*******

Department Issues:

- Recreation Coordinator vs. Recreation Manager

- Rosa Kairit discusses CPR department changes
 - Rosa says since our dept. is changing in future, she wants to change the recreation manager position to recreation coordinator, make it fair and aligned across board, that way they can work as a team together since there is not more parks.
 - Matt asks if it would change job description
 - Rosa presents the new description to present to personnel board
 - Rosa is seeking permission to start this process
 - Rosa says that a state conference she had to explain what this position was because there wasn't any like this across departments
 - Rosa suggest we are at a point where we can start fresh, she would rather start fresh
 - Rosa states she and Emily were working on this
 - Jodi asks about if we have a summer playground person now
 - And says that we have the money for summer playground director
 - Matt says one area is that she would be left understaffed, and that there would be a need to add a staff member
 - Rosa reminds that we still should have an office assistant in a summer, and that she would like to have an adult be in charge of this
 - Yoanna states were not losing anyone
 - Matt says we should look into a third person
 - Yoanna asks for todays purposes you just need us to approve this to move forward in hiring someone because what you had in place wasn't correct.
 - Rosa states that it didn't really make sense and all she's really changed was the title, some wording to make it legal, and little tweaks here and there, but relatively the same just written for a full-time position instead of seasonal
 - Matt K makes a motion to approve the directors request to approach the personal board for reexamination of the current job descriptions and titles within the department, Yoanna seconds, All in favor.

Time: Around 7:20pm

*******Recording: Cuts this topic at 1:10:41*******

- Commission Positions

- CHAIR
 - Matt makes a motion to nominate Jodi Breidel as chair of the CPR Dept.
 - Yoanna asked if she wants to be one, adds how it's a lot of work.
 - Jodi states she doesn't not want to be it as its been filled in the past, she wants to serve as an overseer of the department without getting into the dirty details of the director's position
 - Yoanna says I don't know how you can/could do that

- Jodi says easily, its not my job nor the job of the board dealing with the day-to-day details of the Clinton parks and rec department, that's the director's job
- Yoanna states she thought she meant like the agenda
- Jodi says setting agenda isn't an issue, she would just ask the commissioners and the director what's the agenda and we would put it out there.
- Rosa states the chair would still need to set the agenda based on input from the commissioners
- Rosa agrees and says any public requests she'd just send it to you, Jodi agrees
- Jodi states she wants to be clear she does not foresee her role as chair as its been, she does not have the time or dedication that Ed has contributed at all, She's not going to be the day-to-day sitting down here, going and checking the parks, and all the wonderful things Ed does, she's does not have that capacity and will not be serving in that capacity. She sees the role significantly different for her.
- Yoanna says she just wants to be clear it's her last year, Jodi tells her its one year left.
- Yoanna says she doesn't think she will be returning next year, and that its her last year for this service, she has done 12 and this is her 13th year.
- Yoanna asks if that is how Jodi is feeling as well or if she is still unsure of it?
- Jodi replied and said if the board functions differently she would she would consider serving another 3 years.
- John B asks if there was a second motion for Matt K's previous motion?
- Yoanna states she wanted to hear from Jodi and Matt stated no one seconded it.
- Yoanna said she was concerned about running WHEAT and everything but says how Jodi said it would not be the same amount of time we give.
- John B asks again is there is a second for Matt K's motion?
- Yoanna says she hadn't thought about it
- John B says again so there is no second?
- Yoanna then asks John if he seconds?
- John states no and so Matt K made the motion and asks did no one second because if no one second then it'll have to be fail.
- Yoanna stats under discussion is the amount of time it takes to do it, and then asks if anyone feels differently about the time it takes?
- Matt asks if her questions is if Jodi will have the time, and states that in the last year most of the chair's duties had been dedicated to the vice chair and his motion of being the chair is
 - One it helps to disburse the responsibilities of both positions, and
 - and felt as the vice has carried the role of chair and vice of a lot of meetings

- Yoanna wants to restate and add that she carried the administrative functions because of the electron work she had to do.
- Matt K asks who ran the directors interview? Yoanna is agreeing but said she is just saying there are other things that Ed does.
- Yoanna seconds Matt K's motion to have Jodi as chair, All in favor unanimously

***New Chair of Clinton Parks and Recreation Board: Jodi Breidel**

- VICE CHAIR
 - Matt nominates Yoanna as vice chair, John seconds, all in favor unanimously

***New Vice Chair is Yoanna Osborne**

- SECRETARY
 - Yoanna mentions her notes and says should it even exist the minutes are handled by..
 - Yoanna asks Rosa if the Recreation Coordinator being in charge of taking the minutes
 - Rosa states she would like to incorporate that
 - Jodi states now that they are recorded so none has to really even be here to do them.
 - Yoanna asks is there any other administration function like articles, letters, handbooks.. etc. she wondered function of secretary.
 - Jodi says the only function is from what she looked up and that is that the secretary can assist the chair and vice chair in making the assignments as required, taking minutes meeting in the absence of the staff member/volunteer.
 - Jodi says if we all agree that is the position then that's all it would be.
 - Matt K states he would have no issue doing the taking meeting minutes or doing whatever is required in the situation it is needed/necessary.
 - Yoanna says if we don't need one then whatever, but if we have one in name then we have a position assigned.
 - Jodi says she thinks that part of this discussion should be what type of board do we want to be, are we a policy overseeing board? or are we a working board, states she has been involved with both and wants to it be a policy board.
 - Jodi asks Rosa what board she what's to have and asks if she needs a working board helping day-today function or do you think you can handle the day to day yourself?
 - Rosa says she can handle the day to day herself, but the support from some members of the commission members is greatly appreciated and she doesn't feel like she's tangling up in anyone's actions but is good with whatever and it should be the commission vote.
 - Matt k says he agrees 100%, the directors been hired, the director runs the show, his only area of concern is past practice on lack of corrective

action, after previous director left we found out about a lot, that was her management type, but he would like to be notified when something happens, but only aspect of day-to-day he wants to be involved , He trusts Rosas judgment.

- Rosa says based on that what exactly you need updates on because she does a lot
- Matt says time off and employee and light personnel issues
- Rosa states she will keep you guys up with light personnel issues but keep it light, so it's not news to them and you're not blind sighted but doesn't need to go into specifics
- Yoanna asks about commission position, she said board of selectmen rotates there chair every year, and we have never done
- Matt says he doesn't think it rotates like, and John said it just happens like that
- Yoanna says we should look into it and maybe it is a good thing to have so everyone has a turn, Jodi is mentioning a 3-year term so everything rotates.
- Matt restates he doesn't mind being secretary
- Yoanna nominates Matt K as secretary, Jodi seconded, all in favor.

* **New Secretary is Matt Kobus**

- **Bylaws Research**

- John said its not called by-laws, and suggests we call it policies and procedures
- Matt asks if we refer to this as commissioner regulations
- John says this project will tie into a project with Jodi
- John says it goes back 10yrs of all policies and etc.
- Rosa suggests another meeting to approve all the policies you've found
- John says his goal is to do that next meeting, hopefully within next month or two
- Matt says we'll call these Commissioner Regulations, Parks & Recreation Policies and Procedures, and By-Laws
- John said eventually we should contact to town lawyer to approve this
- Rosa says this will help other departments, because they don't have a guide to help other commissions

- **CP&R Handbook**

- Jodi says Changing the wording, reviewing and then sending to all to review change update and then adopt
- Include
- Bored rules and responsible, board meeting basics, and strengthening your board
- Matt has one question of selection of officers, if one person steps down in their term who would select, the selectmen or would they be appointed maybe ask Mike Ward,
- Rosa says she will ask Mike Ward

- **Department Updates-Open discussion**

- Rosa says she wants to leave it for any questions they have
 - Matt says he thinks the parks looks great, he has got compliments
 - Yoanna mentions Rosa switching to Amazon has saved money and time
 - Rosa mentions how she got walkie talkies which will benefit other programs, matt says that is really great/good

Jodi makes a motion to adjourn the meeting, Yoanna seconds, all in favor

Closed meeting at 7:48pm