

Buttonwillow Recreation and Park District
Board Minutes
December 21, 2023

- I. CALL TO ORDER: Board Chairman, John Parsons called meeting to order on Thursday, December 21, 2023 at 4:07p.m.
- II. ROLL CALL: Board Present – John Parsons, Andrew Houchin, Regina Houchin, and Cindy Banducci. Staff Present – Megan Lucas Absent: Louie Andreotti
- III. APPROVAL OF AGENDA: Board approved agenda M/S/A A. Houchin Banducci. Ayes: Parsons and R. Houchin Noes: None. Motion carried
- IV. APPROVAL OF MINUTES:
 - Minutes from November 20, 2023, M/S/A Banducci / A. Houchin Ayes: Parsons and R. Houchin Noes: None. Motion carried.
- V. PUBLIC TIME: None
- VI. BUSINESS TO THE BOARD:
 - A. Monthly Bills, Payroll & Financial Report – M/S/A A. Houchin / Banducci. Ayes: Parsons and R. Houchin Noes: None. Motion Carried.
 - B. Buttonwillow Foundation – No update
 - C. Museum/Jail – No Update
 - D. Pioneer Senior Center – New Contract – Tabled
 - E. Irrigation – No update
 - F. Prop 68 Updates – Megan working on submitting the paperwork to request funds.
 - G. Funding from legislature – Zoom scheduled for January 11th for Funding from State of California Parks. Regina attend Zoom with Megan.
 - H. Review and approve Employee Handbook – Tabled
 - I. Review and approve Operations Manual – Tabled
 - J. Quotes for Tree/ Bush Trimming at Pocket Parks – Board approved quote from \$3,500 from Zavala Tree Service. M/S/A R. Houchin / Banducci Ayes: Parsons and A. Houchin. Noes: None Motion Carried
 - K. Quotes for Tree / Bush Trimming at Main Park – the board tabled this item.
 - L. Quote for repair of door at Scout’s Hall – Quote from Robinsons Handyman Service came in at \$1,107. The board approved upto \$1,500 for incidentals. M/S/A R. Houchin / Banducci Ayes: Parsons and A. Houchin Noes: None Motion Carried.
 - M. Maintenance – look into removing toilet and urinal from south mens bathroom and 1 toilet from womens south bathroom but make it where they can be reinstalled at a later time.

John to make contact with the county on possible fixes for the repeated issues we have been having.

- N. Equipment Update – Megan contacted Abate a Weed and they quoted her \$100 to service lawnmowers. John to follow up with his contact from there. John volunteered to drive mowers in when needed.

VII. CORRSPONDENCE:

VIII. REPORTS:

IX. BOARD MEMBER COMMENTS:

- i Cindy – She also requested performance reviews for employees in 2024.
- ii John – he will be contacting Les about Joey inspecting the playground. He is also going to forward the information and contact for County regarding the wrought iron fence on 1st Street to Megan so she can follow up on it.

X. ADJOURNMENT: Meeting was adjourned at 6:00 p.m.

Next meeting will be on January 15, 2024 at 6:00 p.m.