

Buttonwillow Recreation and Park District
Board Minutes
November 20, 2023

- I. CALL TO ORDER: Board Chairman, John Parsons called meeting to order on Monday, November 20, 2023 at 6:00p.m.
- II. ROLL CALL: Board Present – John Parsons, Andrew Houchin, Regina Houchin, Cindy Banducci and Louie Andreotti. Staff Present – Megan Lucas
- III. APPROVAL OF AGENDA: Board approved agenda M/S/A Andreotti / A. Houchin. Ayes: Parsons, Banducci and R. Houchin Noes: None. Motion carried
- IV. APPROVAL OF MINUTES:
 - Minutes from October 16, 2023, M/S/A Banducci / A. Houchin Ayes: Parsons, Andreotti 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 / Andreotti. Ayes: Parsons, Banducci and R. Houchin Noes: None. Motion Carried.
 - B. Buttonwillow Foundation – No update
 - C. Museum/Jail – Different committee members will be taking the lead on for different items pertaining the jail.
 - D. Pioneer Senior Center – there will be a contract drawn up for 2024. R. Houchin will work on contract. Facility committee will schedule a meeting with the Seniors to go over new contract.
 - E. Irrigation – the board approved upto \$1,000 to get the timer repaired/replaced. M/S/A Banducci / A. Houchin Ayes: Parsons, Andreotti, R. Houchin Noes: None Motion Carried.
 - F. Prop 68 Updates – Megan working on submitting the paperwork to request funds.
 - G. Quote for maintaining park during winter – the board tabled this item.
 - H. Funding from legislature – Megan gave update, they are currently drafting the agreement to be sent to the county counsel for approval.
 - I. Review and approve Employee Handbook – Tabled
 - J. Review and approve Operations Manual – Tabled
 - K. Tools needed – Megan read off list of tools needed. She submitted prices for some items. The board directed Megan to contact Abate A Weed and get a quote from them for items.
 - L. Maintenance – Ask Steven if he is certified playground instructor, if not, reach out to Les to see if Joey is available to come out to certify our playground.

M. Equipment Update – Butch got 2 mowers up and running. The board directed Megan to contact Abate A Weed to get a quote on servicing/repairing equipment. Board directed Megan to get a new seat for Gator as well. The asked that the truck be used once a week to help maintain battery.

VII. CORRSPONDENCE:

VIII. REPORTS:

IX. BOARD MEMBER COMMENTS:

- i Cindy – Asked that the rentals be put in the calendar app. She also requested performance reviews for employees in 2024.
- ii Andrew – Level of soccer was really good this year. The field looked the best it has looked during a soccer season.
- iii Louie – Great soccer season, and commended Megan on handling a difficult situation during the league.

X. ADJOURNMENT: Meeting was adjourned at 7:30 p.m.

Next meeting will be on December 18, 2023 at 6:00 p.m.