



## PARKS MONTHLY MEETING MINUTES

June 18, 2020

### Attendees:

Matthew Weyer  
Mike Steffe  
Natalie Howard  
Jill Schipp

Leann Burke (Dubois County Herald)

Meeting started at 12:30 pm at the YMCA.

### COVID

Mike stated that the Health Department is asking that anyone having an event have a COVID plan in place. The plan has to record who was there in case there is an outbreak. Matt wants to be doing this until the end of the year. Having a plan will let people know what to expect.

Anyone leasing or using park facilities has to have a plan.

The town has hired Cleaning Concepts to clean the bathrooms 7 days a week/1 time a day starting Monday, June 22<sup>nd</sup>. This includes 5th Street shelter house and restroom and 18th Street shelter houses and restrooms. If ball tournaments take place or any events they will be responsible for cleaning the restrooms at 5th street.

### Old Town Lake

The asphalt is supposed to be finished this week.

Electric department and sanitation/sewer still have stuff to clean up.

The weekend of July 4th we are going to have a soft opening. We want to make sure Tom can get some mowing in. The lighting is on and water is available.

Bird netting is on order. There are no lights inside the shelter house but will be installed prior to opening. We can open it up for rental.



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### Fundraising campaign

Donation tracker was presented to the board members

Sent letters in November, December, and January. We need to send out new letters or have conversations for phase 2. We need to send current donors letters thanking them.

Masterbrand wants to have something formal. We need to do a media release.

Mike said it would be good to get a letter with a goal included. There are about 6-10 that should be personalized. Donors can bridge it over 2 years. May target town vendors, paving work company. Matt will ask Tammy about contact information. Matt will follow up with Paul about a Mobel Foundation donation. We currently have \$93,000 in donations and need about \$150,000 more.

Matt will contact Michelle Weyer for pricing on permanent signage. We can do a donors list by levels then underneath list contractors. We plan to get a plaque to look something like the one the Little League has at 5th street park. We would also like to do a Ferdinand sign like the one at 18th street park. We need to have donors sign for the park benches. We have three other bench locations available. We need to have our donor list by the next meeting. Matt needs to follow up with Dolores about Best Home donations.

Meeting adjourned at 1:06 pm

Minutes submitted on 5 July 2020

Natalie Howard

*Natalie Howard*