

Village of Sussex  
Sussex, WI  
Park and Recreation Board Minutes  
Tuesday, September 20, 2016

Meeting called to order 6:35 p.m.

Members Present: Chairman Bob Fourness, Trustee Wendy Stallings, Kelly Tetting and Anne Golding.

Members Absent: Don Spenner and Chris-Prange-Morgan.

Also Present: Park & Recreation Deputy Director Megan Sackett and Administrative Service Director Casey Griffiths.

Citizen Comments: Bob Fourness commented that two trash cans were moved out of their usual positions in Village Park for an organized event and not moved back. The locations of the garbage cans are important in that park users such as dog walkers make use of them knowing the cans are on their personal "route." Megan Sackett will follow up.

Consideration and possible action on the minutes from the Tuesday, August 16, 2016 meeting: A motion was made by Stallings, seconded by Golding to approve the minutes.

Motion carried.

Consideration and possible action on the Mount Cavalry Cross Country contract for September 28<sup>th</sup>:

A motion was made by Fourness, seconded by Tetting to recommend that the Village Board approve the contract as presented.

Motion carried.

Consideration and possible action on the changes to the rental policies: Discussion was held regarding the proposed rental policy changes captured in two sets of forms. One set of forms apply for the rental of Civic Center facilities and the other set of forms for the rental of Park facilities. Policy language regarding how early an event may be scheduled in advanced and large reoccurring special events" to be further defined and presented at the next meeting.

A motion to accept the changes to the rental policies as presented and recommend that the Village Board approve the policies was made by Stallings, seconded by Tetting; recognizing that additional information is to be shared next month.

Motion carried.

Parks and Recreation Board Chair Election: Recommendation made by Stallings to table the election until next month on account of several members being excused from the meeting tonight. A motion to accept the recommendation was made by Fourness, seconded by Golding.

Motion carried.

Civic Campus Update report was given by Director Griffiths. Discussion was held.

Deputy Director Report was given by Deputy Director Sackett and discussion was held.

Director Report was given by Director Griffiths on behalf of Director Snapp and discussion was held. Of particular note, the Village Board had approved the promotion of Interim Deputy Director Sackett to Deputy Director Sackett. The official change recognizes Ms. Sackett's outstanding work and contributions to the Village. Congratulations Deputy Director Sackett!

Next Meeting: October Meeting will be held at the Community Center on October 18th. There will be a chairman election and rental policy language refinement review / follow up.

A motion was made by Golding, seconded by Stallings to adjourn the meeting at 7:19 p.m.

Motion carried.

Minutes respectfully submitted by  
Anne Golding

Parks and Recreation Board – Community Member