



**Parks and Recreation Advisory Board Meeting Minutes
Wednesday, April 12, 2023, at 6:00pm
Location: Town of Pittsboro Offices at Main Street Station
287 East St | Suite 221-A**

Meeting Minutes:

Attendees:

Ryan Ford, Josh Rudy, Malicia Evans, Bridgett Perry

Staff:

Katy Keller, Parks & Rec Director

Maura Reed, Recreation Coordinator

Guests:

Girl Scouts Troop 1024 Leader: Jeanine

Girl Scouts Members: Anastasia & Lexie

1. Introduction – Determination of Quorum – Ryan Ford
2. Approval of March 2023 Meeting Minutes
 - a. Bridgett Motioned to approve minutes with Josh seconding.
3. Roll Call
4. Public Input
5. Discussion:
 - a. Directors Update
 - i. Budget FY23-34
 1. Katy mentioned that there was a lot of support at the first budget retreat meeting for next fiscal year. The Parks and Recreation truck is in for the Parks Superintendent and the department has registered the vehicle. The department is waiting on the tags to get in from the DMV. Upcoming projects include the ordering of a storage shed located behind the Community House. This would allow extra storage for tools and equipment for the Parks Superintendent.
 - ii. Future Capital Projects
 1. Items that are on the Capital Project list for FY23-24 include additional funds for the tennis courts, basketball court reconstruction, and Rock

Ridge Park playground funds. These are all funds that have been discussed at length with Finance and was well received by the Board at this time. Final approval of next year's budget will be towards the end of May or beginning of June 2023.

6. Arbor Day/Earth Day Planning Decision
 - a. Partnering with the Girl Scouts Troop 1024
 - i. Katy welcomed Troop 1024 to the meeting. Katy explained that Troop 1024 typically partnered with the Arbor Day Event. In lieu of an Arbor Day event, this year the event was Earthfest put on by the Parks and Recreation Advisory Board. Troop 1024 was interested in partnering with this event. Introductions were made via the PARAB members as well as Troop 1024 members.
 - b. Planning & Marketing
 - i. Katy explained that she and Maura have been working with the Girl Scouts group on planning which stations the Girl Scouts Troop would like to help lead. Jeanine then stated that after their latest Troop meeting, that the girls would be interested in the following stations: seed bombs, birdseed pinecones, and scavenger hunt/nature origami. The Troop would be providing the scavenger hunt materials while the Town would provide the remaining nature station materials.
 - ii. In further day-of planning, the Girl Scouts Troop will bring hand washing stations. Katy said that the Town would be providing tables and chairs for the events. Josh asked a question regarding what would happen if it rained the day of. Katy further committed that the event would be rain or shine and asked if it rained, for any of the planning committee members would bring an extra tent if they had one.
 - c. Map it out!
 - i. Maura presented an event map for the day-of that showed station locations.
7. Questions & Comments
 - a. Katy finished the meeting by asking the PARAB members to bring ideas to the next meeting for events that they would like to be a priority for the next fiscal year based on previous discussions.
8. Adjournment – Bridget motioned to adjourn with Josh seconding.
 - a. Next Meeting: May 10, 2023