

Biddle Memorial Park

February 2014

In Attendance: Roger Myers President, Holly Snell Member, Wanda Lyons Member, John Barker Member, and Theda Anderson Secretary

Minutes were read with an approval by Holly and a second by John.

Biddle Foundation would like to help with the canning factory property but will not be financially able unless some of the burden of the day to day costs of the Park can be covered elsewhere. Theda explained that the Brownfield Development would like us to make a determination of the future use of the ground. She feels that based on the remediation needs it would be best to consider walking trails.

The commercial signs need to be put back on the fence. The snow and winter wind have left a number of them on the ground. We may want to try to adhere them to the fence differently to avoid further problems. Wanda was concerned that her sign was gone. However, Holly believes it is simply with the others that have fallen down. Walt will be back mid- March and we will have the signs put back up very soon.

Roger believes the Rec Board has paid the outstanding electric bills from last year. He will contact Leslie Coatings about inspecting the tennis court issues.

Holly will invite Jennifer Stytes, from Charlie's Ride, to our next meeting in two weeks.

We had no financials to review because our meeting was rescheduled. Roger doesn't believe the bills have been sent for sign renewal. He will give Liz a call.

The agreement with the Rec Board was reviewed with a few minor changes. We would like to add something about the concession stand hours. We would like the pavilion to be scheduled through the Town. We would like to change the sole utilization of the diamonds to "First Right". We need to delete the use of a leaf vacuum and also the ceiling on the electric bills of \$1200.00. We would also like to add a clause that we receive an up to date baseball schedule. Roger will discuss these changes with The Rec Board and report back at our next meeting.

Opening Day for baseball will be April 26th. We will have our spring roadblock the same day.

Roger would like to take a look at the trail to see what needs to be done regarding drainage. Wanda will have Tom Cain give an opinion on it. Biddle Foundation would like to change the color scheme of the Park to tan and black. No one had issue with that but Theda did express concern about painting the brick concession stand.

We want to get with Walt to make sure everyone is in agreement for the 2014 season.

We are hoping to see David Pitts back for our April meeting.

Respectfully Submitted

Theda Anderson, Secretary

Minutes Biddle Memorial Park March 2014

In Attendance: Roger Myers President, Holly Snell Member, Wanda Lyons Member, Theda Anderson Secretary, Walt Castor Superintendent, Keith Rinckenberg Rec Board member and Guess Jennifer Stytes from Charles Orff Foundation.

Jennifer Stytes brother, Charlie, was involved in an accident 5 years ago and they have established the Charles Orff Foundation in his honor to support projects in our area. The Sheridan American Legion Riders sponsor a motorcycle event each year to help fund the Foundation. Jennifer's brother was an American soldier who had just returned from Iraq when he was involved in the accident. The Charles Orff Foundation has funded projects for the Sheridan Library, The Sheridan Middle School, as well as additional causes in our community. They would like to donate four thousand dollars to purchase additional playground equipment for Biddle Memorial Park. Jennifer furnished examples of some ideas she had regarding the purchase. She may also be able to get American Legion members to assist with installation. She will attend our next meeting for an update. She would like the Biddle Park Board to make the decision on what is to be purchased as well as the location.

Keith Rinckenberg attended as a representative for the Sheridan Rec Board. This year's officers are Ken Speck President and Joe Grinstead Vice President. There have been some major financial issues with their Board. They have had some alleged fraud involved with their finances. No criminal charges will be filed based on the funds being returned. New padlocks have been added on all Rec Board sheds and the concession stand. Walt will need to get keys in case he needs entry. There has been discussion in their group to add an outside vendor to take care of the concession stand this year. Holly Snell may be interested in running the concession stand for them. She will attend their April 16th meeting. Opening day for baseball is April 26th and cleanup day is March 29th. The Rec Board will be requesting a new score board from Biddle Foundation for the large diamond. They will be putting up the new fencing on the girl's diamond on April 2nd.

The Rec Board contract was reviewed. Walt is concerned about the Rec Road's use of the Park's equipment for cleanup day. It was suggested that sign out sheets be used for all equipment. We would like the dug outs to be cleaned after each game. The Board would prefer that ball diamond weed control be taken care of by the Rec Board versus Walt. Roger will make the contract adjustments and contact Ken Speck with changes.

Walt will get with Jeff Weir regarding the gate to the trail being open. We need vendor signs put back up on the fence. Roger has responded to Thelma Wallen about the billing. Roger will be speaking with the Town Council about their interest level with assisting with grounds upkeep. Wand spoke with Tom Cain about the drainage issue on the trail and he wasn't able to offer suggestions. Roger will have his brother Brian call Tom. Theda will contact Parvin Gillem to see if he knows of anyone who might be able to give any advice on the drainage problem. The Treasurer's report was reviewed. \$4135.00 in operating fund and \$729.00 in equipment fund.

Walt said his health is fine and he is ready to get the season started. He is working on his "people skills" and will definitely be watching is attitude a bit closer. We will meet on the playground prior to our next meeting to discuss placement of any new equipment.

Respectfully Submitted,

Theda Anderson, Secretary

Biddle Memorial Park Board Minutes

April 2014

In Attendance: Roger Myers President, David Pitts Vice President, Holly Snell Member, John Barker Member, Theda Anderson Secretary and Walt Castor Superintendent

Minutes were read from the prior meeting with a motion to approve by John and a second by Holly.

The Treasurer's report was reviewed. There is only \$69.50 remaining in the equipment fund as a new water heater was purchased for the pavilion. The balance of the general fund is \$5950.00. The roadblock was a success with almost \$1900.00 collected. Theda will send thank you notes for some of the larger donations.

Roger will talk to Leslie Coating on the tennis court cracks. The severity may be due to the harsh weather. The issues don't appear to be sealant driven but in the actual asphalt itself. Brian Myers will review the contract. Joe Grinstead has asked Walt about spraying for weeds. Roger has not gotten with the Rec Board yet on the contract alterations. Holly didn't attend the Rec Board meeting yet regarding the concession stand. She thinks Nicole Cummings might be handling things now. Dave Leonard feels the stand may be making approximately \$4K per year. Attendance is down at the games due to travel teams and the new Grand Park. Holly also heard there may be issues on having enough umpires for games. The fence on the girl's diamond has not been installed yet. We don't expect to receive payment from the Rec Board until the contract alterations are complete.

The gate is now locked on the trail. The advertisement signs are back on the fence. Roger will discuss with Wanda her missing sign and renewal. Theda will talk to Parvin Gillem about the trail drainage issue. Restroom updates have been completed adding handicap rails. We already have 5 reservations for the pavilion. We want to make sure the cleaning is done prior to renting. We received a donation from the Dana Urban family for \$450.00. Theda will send a thank you note. Walt has completed his paperwork on the assets for the Park.

Don Massey will be replacing the roof on the concession stand. The \$1K deductible will be paid. The decision was to add a metal roof versus shingles and the color to be white. We are hoping for a May month end completion date. The Board would prefer not to paint the brick on the concession stand due to potential peeling. However, accents of the beige and black would be fine. The west shelter needs work. Don Massey will also quote that job. The east shelter is fine and only in need of paint. We will supply the paint for the Rec Board to refurbish the press boxes if they will provide the manpower. The color will be beige to match the new sign up front.

The Frisbee golf sign on hold #8 needs to be put back up.

Per Walt the Rec Board did a great job cleaning up after opening day.

New playground equipment locations were discussed per the trip to the Park a few weeks ago. It was agreed that the mulched area by the curly slide and the area where the train used to sit, would be great locations. Theda will print some pricing and pictures to review with Jennifer Stytes as the next meeting.

We agreed it would be best for her to make the decision of what to purchase once the options are viewed.

Per Holly, the Rec Board will host tournaments in June and July. They need to charge entry fees at the gates. We will need cleanup assistance after the games. We would like to speak to the Rec Board prior to setting the tournament dates to make sure everyone is on the same page.

A horseshoe clinic will be added to the July 4th events.

Roger and Brian Myers met with members of the Town Council to discuss assistance with Park maintenance. They will speak to the CPA firm that handles finances for Sheridan and will get back to him.

Respectfully Submitted,

Theda Anderson, Secretary

Biddle Memorial Park Board
Minutes
July 17, 2014

Members Present: Roger Myers, President; David Pitts, Vice President; Holly Snell, Member; Wanda Lyons, Member; and John Barker, Member

Guests Present: Walt Castor, Park Superintendent

The meeting was called to order by President Roger Myers.

The ordering and installation of the new playground ^{equipment} is pending with the town ^{receiving or} completing the necessary paperwork. The concrete for the installation can be poured the day of the install.

Roger announced that the Recreation Board has paid \$2,000.00 of the contract amount and \$526.00 toward the electric bill. They have agreed to reimburse the Park Board \$75.00 for the refund required for pavilion rent. This is due to the Recreation Board's use of the pavilion even though it had been rented.

The Board reviewed and approved the vouchers presented for payment. Members questioned the payment to Railer's IGA for ice used for the 4th of July. Thirty 22 pound bags were billed at \$63.00 and also \$119.70. Liz Walden will be asked to verify this.

The July 4th Celebration was reviewed. The lemon shake-up stand netted approximately \$460.00. We used 1 2/3 boxes of lemons. The children's games and attractions netted approximately \$200.00. The cookies for sale cost about \$231.00. Walt has the lemon squeezer. David took the glass jugs, bowls, cutting boards and ice cups for clean up.

David was given the 2014 booth application forms to use as the mailing list for the 2015 celebration. Applications will also be mailed to 2013 booth holders.

Roger reported that work needs to be done on the stage. New GFI outlets are needed. New jacks are needed for the north side of the trailer. Ground rods are needed at the utility poles. Also, the wireless microphone needs repaired or replaced.

Members agreed that eliminating the contest for karaoke was a good idea. More people participated and people seemed to have a good time. Members did feel that the number of younger children needs to be controlled.

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Like Smoke was a good band, but members felt the music was too mellow for the park activities of the day. The Barker Sisters and John were shorted on time due to electrical issues.

The prize give-away / raffle needs improvement. Members are encouraged to come up with new ideas for next year's celebration.

Walt reported that the chain link fence for the ball diamond is still in the park's garage. He asked that it be moved. The portable fence on the boys' diamond still needs to be removed from the diamond.

The Biddle Memorial Foundation will sponsor a Concert in the Park on Saturday, August 16. Arrangements are being made to have a food truck for refreshments and concessions. The Foundation is also planning a movie night for either the 2nd or 3rd weekend in September. The planned movie is "Despicable Me 2." Park Board members would like to open the concession stand to sell popcorn, cokes, and ice cream.

David questioned the number of tables available for use in the pavilion. His class reunion was held in the pavilion and there were a limited number (5 or 6) of banquet tables available. Walt was asked to check into the matter.

It was reported that a new stove and range have been donated for use in the pavilion.

With no further business, the meeting was adjourned.

Respectfully submitted,

David Pitts
Vice President

Minutes Biddle Memorial Park Board

August 2014

In Attendance: Roger Myers President, David Pitts Vice President, Theda Anderson Secretary, Wanda Lyons Member and Walt Castor Superintendent.

Theda made a decision to order a frog with the playground equipment. The hippo is no longer available. She will call Jennifer Stytes and AAA to schedule the installation.

We received a refund of \$120.00 from Rainers for July 4th ice. The Rec Board found a box of lemons that were left in the concession stand. The cookies did not go over well. The stage repair is completed. The GFIs are done.

The concert in the Park was great. We had low attendance but will do it again. Roger will try to repair the wireless microphone or replace it.

The chain link fence is still in the garage. The Rec Board said they still plan to install it.

Movie night is September 13th around 8:30. The concession stand has been cleaned already but we will use the popcorn machine and purchase canned pop. Wanda will purchase coke products. She will get two cases of each and three cases of water. David will talk to his daughter to see if we can purchase Weavers popcorn through them. Walt will check on popcorn boxes. Holly will handle the concessions. The workers need to arrive between 7:30 and 7:45.

There are nine tables in the pavilion.

The Treasurer's report was reviewed. The equipment fund totals \$1600.00 and we can pay for the playground install from that. The general fund totals approximately \$1100.00. The Biddle Foundation will be adding funds.

There was little discussion at the Town Board meeting about the Park situation. They however offered Walt a job maintaining all three parks. Walt declined and asked for a new mower instead. Steve Fisher told Brian Myers the Town plans to take the Park over at the beginning of 2015. Steve was to be at this evening's meeting and didn't show. The Town will be taking over day to day operations and all rentals. Our Board will only oversee special events such as July 4th.

We received a letter from the Rotary regarding their October 11th banquet to help hunger.

Walt received a letter from Bob Holley. His family would like to donate a granite bench in memory of their son, Mike. We agreed behind the concession stand, by the bird, would be the best spot.

Respectfully Submitted

Theda Anderson, Secretary

**Minutes Biddle Memorial Park Board
September 2014**

In Attendance: Roger Myers President, David Pitts Vice President, Theda Anderson Secretary, Holly Snell Member, John Barker Member, Wanda Lyons Member, and Walt Castor Superintendent

Minutes were read from the prior meeting with an approval by Wanda and a second by John.

The playground equipment has been installed. AAA had to rent an auger . There were too many holes to dig by hand. The Equipment Improvement Fund did not receive the \$600.00 donation from the Sheridan Kiwanis.

The chain link fence has been installed by the Rec Board on the girl's diamond and is no longer in the maintenance building. Roger is still looking into the repair or replacement of the microphone for the sound system. Movie Night went very well and we may want to have it two to three times again next year. The attendance was low but everyone seemed to enjoy themselves. We may want to advertise the event a bit sooner. Wanda donated the soft drinks for the event. Next year we may try getting the popcorn from Weaver where David's daughters are employed.

Roger emailed Steve Fisher to attend this evening's meeting but he didn't make it.

The bench in memory of Mike Hawley is being shipped. Walt has already spoken to the shipper and he will get it unloaded. He has already had the foundation poured for the installation. Liquid glue made need to be used to adhere the bench to the concrete.

The Harvest Moon Festival is underway. They may be charging as much as seventy five dollars for booth rental.

Biddle Foundation has been nominated for the Philanthropy of the Year Award. Best of luck to the Foundation. They are very deserving and a huge asset to Sheridan.

Walt has a bill for three sheets of steel for the skate park totaling one hundred twenty seven dollars and fifty nine cents. Brian Myers would like the steel painted for the skate park. We aren't sure why the painting needs done. The steel has already started to rust. He also has a bill for three hundred fifty nine dollars from Leon Dorsey for material and labor for the bench installation. Theda made a motion to pay Mr. Dorsey. John seconded the motion.

The building painting has not been scheduled yet and may wait until spring. The Rec Board needs to repair the press boxes prior to any painting. David questioned the formal agreement between Sheridan and Biddle Park for the day to day operations. Roger has sent The Town a proposal and it has not been confirmed. The Board will continue to take care of special events such as July 4th.

Massey needs to get the roof on the concession stand completed. Walt said he has been busy at United Feeds due to the recent fire at Power Mail. Wanda may know another roofer and will inquire about getting an additional estimate.

Fox 59 will be broadcasting from Biddle Park in the morning at 8:00 as part of their Small Town Indiana series.

Next meeting will be October 16th.

Respectfully Submitted,

Theda Anderson, Secretary

Biddle Memorial Park Minutes October 2014

In Attendance: Roger Myers President, David Pitts Vice President, Theda Anderson Secretary, Holly Snell Member, John Barker Member, Walt Castor Superintendent, and Steve Fisher Guest- Sheridan Town Council

Minutes were read with an approval by John and a second by David.

The Treasurer's report was reviewed. There was a question as to where the \$600.00 donation from Kiwanis was deposited. Reports were reviewed but no line item appeared in the equipment fund. There are no remaining funds in the equipment fund. The balance of the general fund is \$1124.43. The Biddle Foundation will be making a donation of approximately \$3000.00 per Roger. The Rec Board has an outstanding balance of \$1800.00 plus one month's electric. Roger will call Keith Rinckenberg regarding the issue.

The bench for Mr. Hawley was installed and the family is very pleased.

The painting will need to wait until spring due to the weather. The roof on the concession stand has been completed and Don Massey will also repair shelters as well as guttering on the pavilion.

Steve Fisher from the Sheridan Town Council forwarded the proposal to their accountant. It was approved for the transfer of operations. The Rec Board will be working with the Council on issues versus our Board. Walt will continue to be the superintendent but will be under the Sheridan budget. Commercial signage income of approximately \$3,000.00, Rec Board split of \$3800.00, three month's electric expenses, front sign income, pavilion rent, shelter rent, and any income coming to the Board will now be credited to the Town of Sheridan. Per Mr. Fisher, the Town has hired a municipal accounting firm to gain municipality monies and recover funds from the State. There will be no name change to Biddle Park.

Walt will be leaving for Florida the first week of November. Walt stated there haven't been too many people out due to the weather issues. There was a fire in the men's restroom. Some boys set fire to the toilet paper dispensers and new ones were purchased.

Holly has an estimate for mulch and playground timbers for \$2800.00. She will be looking to gain an additional estimate.

Respectfully Submitted

Theda Anderson, Secretary