

Brookville Board of Park Trustees
Work Session
October 28, 2022

The Work Session of the Brookville Board of Park Trustees was called to order by President Blevins at 9:30 a.m. on October 28, 2022 in the City Council Chambers. The Pledge of Allegiance was recited. Trustees Cordes, Haney and Wilson; Manager Keaton and Clerk Duncan were present. Council Liaison Fowler was absent.

Roll call by President Blevins.

Motion by Haney, second by Cordes to approve the Agenda as presented. All yeas, motion carried.

President Blevins went over the dates and times leading up to and including the event. Assembly and decorating will be done on November 18, with an inclement weather date of November 19. The kick-off date is December 2 and the lights will be on each night until New Year's Day. Take down will be on January 6, 2023.

Manager Keaton presented several lists from various vendors of suggested decorations available to purchase for the event.

Park Board discussed which businesses and groups have confirmed their participation and which Park Trustee is the point of contact for each group.

Trustee Wilson stated the Whispering Christmas display is currently being constructed at Ft. St. Clair in Eaton, Ohio. She has spoken with the director who invited her to come out and learn about their event. Trustee Wilson invited the other Park Trustees to attend if they have an interest.

Trustee Wilson confirmed Santa and Mrs. Claus will be at the kick-off event and will wave to the kids from the back of the fire truck near the Fire Association display.

Trustee Wilson suggested contacting CTC to see if there are seniors who need community service hours that would be willing to help with the event.

Each Trustee reported on the businesses/groups they had recruited to participate in the event.

Discussion was held on which businesses/groups were decorating which shelters. There are two shelters that have not been assigned to a business/group at this time.

Trustee Haney stated Jenny Vance has volunteered to make the flyers and ensure they are distributed within the schools. Ms. Vance needs to know whether the Cub Scouts are broadcasting music over the radio, so she can include that information on the flyer.

Manager Keaton advised she does not have an answer yet about broadcasting music over the radio. She did reach out to the Law Director regarding nativity scenes and his advice was to keep the decorations secular.

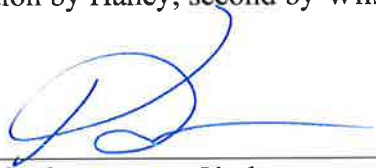
Discussion was held and a consensus was reached on what decorations, supplies and goodie bag fillers will be purchased with the grant monies received for the event. Manager Keaton will move forward with those purchases. A balance of \$500 will be kept for unexpected expenses.

President Blevins suggested they use some of the money to purchase decorations for the exterior of the caretaker cabin. The consensus was to budget \$300 for the purchase of decorations for the caretaker cabin.

The Trustees discussed having a QR code displayed for a Pay Pal or similar account so that people could make donations with no cash changing hands.

Clerk Duncan will check with Finance Director Brandt to see if the City is able to set up an account for park donations.

Motion by Haney, second by Wilson to adjourn. All yeas, motion carried.



Kimberly Duncan, Clerk

Adam Blevins, President