

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, March 2, 2016**

Administrator Heinig asked for volunteer to act as committee chair for the meeting. Committee member Johnston volunteered to act as committee chair for the meeting. Johnston called the Holmen Park, Recreation, and Library Committee meeting to order at 5:30 p.m. on March 2, 2016 at the Holmen Village Hall.

Present: Steve Johnston, Dawn Kulcinski, Scott Heinig, Mike Brogan, Chris Geary, Chris McArdle-Rojo

Excused: Chuck Olson

Guests: Pamela Eddy

Motion by Kulcinski, seconded by Johnston to approve the minutes of the February 3, 2016 meeting. Carried unanimously.

Public Comment: None

Library Director's monthly report: McArdle-Rojo stated that the circulation numbers for the month are not in yet.

Park and Recreation Director's monthly report:

Recreation: Brogan informed the committee that the hiring of spring and summer staff is in progress. Brogan stated that the spring and summer brochures were delivered on February 26 and were distributed throughout the schools. Brogan informed the committee that registration for spring programs is in progress and registration for summer programs begins March 7th for internet registration only and March 21st is open for any method. Brogan informed the committee of the recently completed programs which include: cheerleading, basketball, adult fitness classes and adult volleyball league. Brogan stated that indoor soccer ends next week and is followed by the start of spring soccer. Brogan informed the committee that recreation supplies were ordered in February.

Parks: Brogan informed the committee that the Rotary is proposing a possible shelter between fields A and B at Deer Wood Park. Brogan stated that a portion of Holland Bluffs is becoming Village responsibility.

Pool: Brogan informed the committee that hiring for the 2016 season is in progress. Brogan stated wiring of the Aquatic Center has begun for the POS system. Brogan stated that the ship playground installation will begin soon. Brogan stated that park & recreation staff has been pruning trees around the Aquatic Center.

The committee reviewed a quote for point of sale hardware for admissions and concessions for the Aquatic Center. Brogan stated that the quote covers two separate parts of the installation process. Brogan stated that the cash register hardware would be covered by Activenet and the touch screens would be covered by MCS Networks Inc. Brogan stated that one screen would go in the admissions area and the other would go in the concessions area. Brogan stated that this would be better for accounting purposes and would allow customers to use credit/debit cards. Administrator Heinig stated that this would be a good addition because it helps with accountability and there has been a public request for it. Motion by Kulcinski, second by Johnston to recommend approval by the Board the purchase of point of sale hardware for the admissions and concessions area at the Holmen Aquatic Center in two parts – registration software from Activenet in the amount of \$2,094.20 and all-in-one touch screens and additional wiring from MCS Networks Inc. in the amount of \$2,700.00 for a total of \$4,794.20 to be paid from 2016 pool supplies.

Other Business: None

Motion by Kulcinski, second by Johnston to adjourn at 5:53 p.m. Motion carried.

Chris Geary
Asst. Park & Recreation Director

