

**Village of Holmen
Park, Recreation, and Library Committee
Meeting Minutes - Wednesday, April 2, 2014**

Committee Chairman Forde called the Holmen Park, Recreation, and Library Committee meeting to order at 5:39 p.m. on April 2, 2014 at the Holmen Village Hall.

Present: Neal Forde, Ryan Olson, Scott Heinig, Mike Brogan, Chris Geary, Deen Layland
Absent: Dawn Kulcinski (excused) **Guests:** None

Motion by Olson, seconded by Forde to approve the minutes of the March 5, 2014 meeting. Carried unanimously.

Public Comment: None.

Library Director's monthly report: Layland provided the committee with the March 2014 library usage report. Layland stated that the totals are off and were estimated due to the library having new software installed from March 15-17 and they did not have logins to get reports from March 18th and after. Layland stated that the numbers from the first half of March were just doubled to get total numbers. Total library circulation usage was down 12% compared to March 2013. Layland stated that internet uses were down 15.1% and the door count was up 13.4% from March 2013. Olson questioned if Ebook numbers will be included on monthly reports. Layland stated that Ebook numbers will only be calculated annually.

Park and Recreation Director's monthly report:

Recreation: Brogan handed the committee a report with financial statistics for the month of March. The report included information on total transactions from recreation programs, shelter rentals, donations, and pool memberships. Brogan stated that a large number of the transactions were done online due to the online only period of registration that ran from March 10-23. Brogan informed the committee of the programs that are in progress which include: soccer, insanity, Piyo, Pilates/stretch class, and Zumba. Brogan stated that the upcoming programs include: youth track, ballroom dancing, adult sand volleyball leagues deadline, Viking Soccer Academy, Brewer bus trip tickets on sale, girls' softball registration deadline, middle school tennis, adult softball league, HS volleyball league team registration, paintball outing, Morris Challenge, Touch A Truck, and WPRA discount tickets go on sale. Brogan stated that registration continues for all summer programs.

Parks: Brogan informed the committee that a part time weekend shelter person was hired along with summer seasonal park staff. Brogan stated that there have been numerous incidents of restroom vandalism and police have caught two groups of individuals with video from the camera systems. Brogan stated that the new Ford F250 park truck and Universal plow have been delivered. Brogan informed the committee that the Deer Wood Park restroom toilets and sinks have been replaced and an additional urinal was installed. Brogan stated that the park staff is busy with daily preparing of all softball/baseball fields and soccer fields. Brogan stated that the Park & Recreation staff attended an EAB workshop in Onalaska on March 26th. Brogan stated that the workshop confirmed that procedures taken so far with the village property ash trees are the recommended method by Wisconsin/Minnesota tree experts.

Pool: Brogan stated that Lauren Hicke is finalizing the hiring of pool staff, but there is a shortage of lifeguards this year. Brogan stated that staff orientation day is May 10th.

The committee reviewed a park reservation request for the Petticoat Junction/Brice Prairie Lions men's softball tournament on May 23-26, 2014 at Deer Wood Park. Brogan stated that the reservation paperwork has not been completed and the park cannot be reserved until the Park & Recreation Department receives the proper paperwork. **Motion by Olson, second by Forde to table action on the park reservation request for the Petticoat Junction/Brice Prairie Lions men's softball tournament on May 23-26, 2014 at Deer Wood Park. Carried unanimously.**

Brogan thanked Committee Chairman Forde and committee trustee Olson for their service on the committee throughout the years. Brogan stated that Forde and Olson have overseen many big projects for the department that have bettered the village parks for the residents of Holmen.

Motion by Olson, second by Forde to adjourn at 6:31 p.m. Motion carried.

-Chris Geary, Assistant Park & Recreation Director