

Notice is hereby given that an official meeting of the Charleston Parks and Recreation Advisory Board will be held **Monday, November 13, 2017 at 3:30 p.m.** in the City of Charleston City Council Chambers, located on the 2<sup>nd</sup> floor in City Hall at 520 Jackson Avenue, Charleston, IL 61920.

## AGENDA

1. **ROLL CALL/INTRODUCTION OF GUESTS AND PRESS** – Brian Jones

**Mayor**  
Brandon Combs

2. **\*APPROVAL OF AGENDA**

**City Manager**  
R. Scott Smith, CPRP

3. **\*MINUTES**

A. Minutes of Parks and Recreation Advisory Board Meeting 10/16/17

**Parks & Recreation Director**  
Brian Jones, CPRP

4. **FINANCIAL REPORTS**

A. Departmental update – Director of Parks and Recreation

**Advisory Board of Directors**

5. **REPORTS:**

**Commissioner**  
Donnagene Quivey

A. Recreation Supervisor – General Programs

B. Athletic Supervisor – Athletic Programs

C. Business Manager – Financial & Clerical Administration

D. Intern/Field Student

E. Supervisor of Special Events and Tourism – Tourism

F. Supt. of Parks & Maintenance – Parks & Maintenance Operations

G. Director of Parks & Recreation – Administration & Operations

**Commissioner**  
Bill Moore

**Commissioner**  
Tory Wilson

**Commissioner**  
Brett Lockart

6. **OLD BUSINESS:**

A. City Retreat – December 14<sup>th</sup> & 15<sup>th</sup>

**Commissioner**  
Ken Baker

7. **NEW BUSINESS**

A. Correspondence

B. Next Meeting

**Parks and Recreation Staff:**

Dirk Bennett  
**Athletic Supervisor**

Hannah Cole  
**Recreation Supervisor**

Kandy Sager  
**Business Manager**

8. **PUBLIC PRESENTATIONS, PETITIONS & COMMUNICATIONS**

This portion of the Parks and Recreation Advisory Board meeting is reserved for anyone wishing to address the Advisory Board. The Illinois Open Meetings Act (5 ILCS 120/1) mandates NO action shall be taken on matters not listed on this agenda, but the Advisory Board may direct staff to address the topic or refer the matter for action on a subsequent agenda. Please provide your name & address; speak loud as the meeting is being recorded, limit the presentation to 3 minutes and avoid repetitious comments. Thank You.

C. J. Applegate, CPRP  
**Superintendent of Parks & Facilities Maintenance**

9. **\*ADJOURNMENT**

**\*TO BE VOTED ON**

Diane Ratliff, CPRP, CTRS  
**Special Events and Tourism Supervisor**

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