



Petersburg Borough

500 N 3rd Street
Petersburg, AK 99833

Meeting Minutes Petersburg Parks & Recreation

Thursday, December 15, 2022

4:00 PM

Parks & Recreation Upstairs
Office

1. Call to Order / Roll Call

A. Present at meeting was:

Sarah Fine-Walsh, Kacey Banes, Michele Pfundt, Ambre Burrell,
Stephanie Payne, Theresa Craig

2. Approval of Minutes

A. Approval of September 29, 2022, minutes motioned by Sarah Fine-Walsh, seconded by Kacey Hammer and all in favor.

3. Amendment and Approval of Meeting Agenda

- A. Board member Sarah Fine-Walsh requested to add discussion of meeting frequency.
- B. Board member Michele Pfundt requested to add discussion about how to address the public of Parks & Rec going happenings.

4. Visitor's Views Related to Agenda

There were no visitors at meeting.

5. Visitor's Views Unrelated to Agenda

There were no visitors at meeting.

6. Director's Report

- A. Report of what has been happening at Parks & Recreation from Director Stephanie Payne.
- B. HALO

7. Unfinished Business

A. Board member Malena Marvin had offered to write a letter to Petersburg Indian Association to thank them for the completion of the trail. This letter needs to still be approved by board before submission to Assembly.

1. Board member Malena Marvin was unavailable to update us on the letter. We will keep in unfinished business for next meeting.

8. New Business

- A. After reading in Robert's Rules, the ending of term for Stephanie Hayes our past chairman leaves our Vice Chair Sara Fine-Walsh as our new Chairman of the board. There does need to be a vote for who will fill the Vice Chair opening.

***Correction, as of October 2022, new Chair and Vice Chair need to be voted on. ***

Board member Michele Pfundt motioned for Sarah Fine-Walsh to be new Chairperson. Board member Ambre Burrell seconded motion and All were in favor.

Board member Ambre Burrell motioned for Kacey Hammer to be new Vice Chair. Board member Michele Pfundt seconded motion and All were in favor.

**2022/23 Chairperson of Parks & Recreation Advisory Board is: Sarah Fine-Walsh.
2022/23 Vice Chairperson of Parks & Recreation Advisory Board is: Kacey Hammer.**

B. Frequency of meetings

1. Chairperson Sarah Fine-Walsh would like to have more frequent meetings to keep more up to date on events and not need to hold special meetings due to the long break between meetings. This would enable the board to reach out to the community in a timely manner.

Board member Michele Pfundt motioned to vote on every other month meetings. Board member Ambre Burrell seconded the motion, all were in favor.

Parks & Rec Advisory Board meetings will be held every other month, starting with February 2023.

9. Communication

There is no communication to report.

10. Discussion Items

A. Frequency of meetings

1. It was moved to suspend Robert's Rules and move this subject to New business.

B. What are ways to reach out more to our community with ongoing at Parks & Rec

Board member Michele Pfundt would like to find other ways to let the community know of happenings at Parks & Rec, stating not all go onto social media. Discussion of different options such as, adding our meeting notes to our MyRec public site as we do with any newspaper or radio articles.

Director Payne pointed out that she gives a report to the Assembly monthly, sends out update letters to the Advisory board members, and honestly, if all information has not been gathered, she prefers to not go public until she can answer all the questions

that come her way, let the community know the plan so they are aware of what is going to happen and how. Once this is established, the reporting of it is updated as soon as there are updates to be given.

On our public website, there is an email for the Advisory Board for the community to reach out to our members and ask questions, they then can reach out to Director Payne. Director Payne also has an open-door policy, she always keeps herself available for the community to come sit and ask questions, call, or email.

11. Adjourn

After choosing February 23, 2023, at 4:00 p.m. for next meeting, Chairperson Sarah Fine-Walsh closed the meeting at 4:58 p.m.