

**Town of Swansboro**  
**Swansboro Parks & Recreation Advisory Board**  
**September 20, 2023**

**I. Call to Order & Roll Call**

The Swansboro Parks and Recreation Board met at the Swansboro Recreation Center for a regular board meeting on Wednesday, September 20, 2023. Deb Pylypiw called the meeting to order at 5:32 pm. Members present were Deb Pylypiw, Nancee Allen, Elena Messenger, and Debbie Harnatkiewicz. Members absent were Lawrence Abalos and Jennifer Steele. Anna Stanley and Walker Edwards were present on behalf of the Town.

**II. Adoption of Minutes**

- a. June 16, 2023 meeting minutes- The board reviewed the meeting minutes. Debra P. made a motion to approve the minutes. Nancee A. seconded the motion, and the meeting minutes were unanimously passed.

**III. Reports**

- a. **Monthly Report-** The May, June, and July manager's report was provided to the advisory board. There were no questions from the board.
- b. **Upcoming Programs/Events-** Recreation Program/Event Manager Travis W. Edwards updated the board on current and upcoming programs and events. Tai chi, Down Syndrome Network of Onslow and Carteret County Music therapy, Ty Foxworthy Pickleball Tournament (informed the board that due to weather, the tournament was moved into the old gymnastics building in Cape Carteret), Pound Fitness (informed the board that it was supposed to start September 16, but had to be cancelled and make up date was moved to the end of the series), Fall Wreath Making Class, Fellowship Night (informed the board that we are going to start advertising more for Fellowship Night), New instructor Susan Swain Mullet Gnome Door Hanger Workshop, Movin Mullet 5K Run, Teacher Workday Camp, Mullet Festival, Mullet Mash Metric, Halloweenie Roast (board asked if we were going to bring back hayride, Anna S. informed that we would like to bring it back, however not this year. Jennifer S. proposed an idea to run a pumpkin derby next year. Lighthouse reality group sponsored the Halloweenie Roast by purchasing some of the supplies needed for the event.

**c. Updates**

**Festivals- Mullet-** Debra P informed the board that in June all vendor spaces were filled. Deb P and Anna S. walked the downtown area to see where more spaces could be added. Thirty-seven spaces were added and sold out. Sold 195 spaces in total. The fire chief informed us that there are regulations about the number of tents in a row and required space between them. Staff will need to figure out how to sell spaces next year due to the fact that vendors like to buy the same spot for the next year. Emails were sent to all vendors providing them with festival rules and regulations and check in/out procedures. This year there were several new restaurants that provided donations for the VIP tent, which included Blazin Bird, Bamboo, El Cerro, Sweeter things. Swansboro Parks and Recreation staff member Beth Sigler is going to oversee the VIP tent. The volunteer area will be at the Visitors Center area instead of the VIP tent. There will be two stages of entertainment, Seaside Arts council is providing the music for

the second stage. Anna S. told the board that if they wanted to volunteer or knew someone that wanted to volunteer to let us know. All Town of Swansboro staff are required to work at the Mullet Festival. Debra P. informed that board that town staff will be responsible for clean up throughout the festival weekend instead of having to depend on volunteers. Next year is the 70<sup>th</sup> Annual Mullet Festival and the department is already looking to add additional things to the festival. Anna S. informed the board that she will meet with the Town Manager and entertainment committee in a few weeks to discuss bands for next year.

**Flotilla-** Anna S. informed that board that preparations for the Flotilla have begun and people are already calling to register their boats. Registration has been opened online. The graphic designer is working on the poster so that that it can be distributed after Mullet Festival. Confirmed the date of Flotilla for November 24.

#### **d. Budgets**

2022-23 Year End- Anna S. informed the board that the department needs to improve programming offerings. The department is approximately under budget by \$16,000 for income. Everywhere else is over budget for income. The department came in under budget for all the expenses. Debra P. informed the board that theatre trips are becoming harder to fill for the Wilson Center because it cost more than other venues. Deb P. will look at shows for Theatre trips to New Bern.

2023-24 Budget – Anna S. Informed the board that basketball courts were approved to be renovated with new goals and resurfacing. The department is exploring additional lighting in the park and tennis courts. The park's maintenance truck replacement is on order. It was approved in the budget to begin replacing one piece of gym equipment every year; vendor suggested replacing the tread mill first because it has the most parts and is used more frequently.

#### **IV. New Business**

**V. Old Business-** Anna S. informed the board that Travis W Edwards was hired as the new Recreation Program/Event Manger and Justin Webb as the new Dockmaster. Four interviews are scheduled and but Director Stanley is concerned that since only part time positions are available the candidates may want more money that can be offered.

#### **VI. Comments**

**VII. Adjournment-** Nancee A. made a motion to adjourn the meeting and was seconded by Debra P. and was unanimously passed and adjourned at 6:02 pm

**Next Meeting October 18, 2023, 5:30 PM**