

**Portage Park Board Minutes
December 03, 2014**

Present: Susan Atkinson, Tim Earl, Emily Hirschman, Kathleen Hoyle, Sisira Kavuri, John Peer, Charles Thomas, Jan Whitcomb
Guest: Jack Briggs
Staff: William Deming

Secretary Whitcomb called the meeting to order at 6:30 p.m.

The minutes of the November meeting were reviewed. The motion for approval was made by Ms. Hoyle, seconded by Mr. Thomas, minutes were approved.

A. Election of Officers: Nominated: Kathleen Hoyle, Chairwoman; Jan Whitcomb, Vice Chairwoman and Emily Hirschman, Secretary. Mr. Thomas seconded, the voting confirmed the new officers. Their term begins January 1, 2015.

B. Friends Group Report: Ms. Hoyle updated the new members on our website.

Mr. Peer suggested in our Friends of the Portage Parks website that we have a payment plan. This maybe a way to encourage larger donations when people can make monthly payments. Mr. Deming explained a 501 C3 is need before we could set up any payment plans. Our website is now set up with PayPal, so if members want to make payments they have that option.

C. Recycled Art in the Park: The 2015 event will be May 16, 2015 through May 23, 2015. Ms. Hoyle also shared information is now on the homepage of the City of Portage website. We are limiting the event to 30 entries and we now have had our first entry. The Sponsor donation packets are ready.

Ms. Atkinson has sent an email to Art Prize (Grand Rapids) asking if they would share a list of their artists with us.

D. Traditional Holiday Reminder: Ms. Whitcomb reminded the Board the event is December 6, 2014. Volunteers need to arrive at the Barn around 6:45 p.m. to assist with the setup of cookies and milk. This year's volunteers are Mr. Earl, Mr. Peer and Ms. Whitcomb.

Mr. Briggs shared with the Board the cleanup done by the Friends of Ramona Park have included the south woods. They have done a walk through the north woods and hope to begin clean up in that area when the weather permits.

The large trash containers have been removed for the winter, so they are not sure where to leave the trash. Mr. Deming said to leave them where the trash containers normally sit and he will arrange to have them removed.

Spring bulbs have been planted in front of the beach house. They are planning on doing more in the entrance sign planter this spring.

Summary Activity: Mr. Deming shared with the Board the Ice Rink will open on December 11, 2014. When school is out it will be open seven days a week.

Mr. Deming shared with the Board he will be retiring in February 2015. The City has begun the search for his replacement.

Comments from the Board: Ms. Atkinson thanked Mr. Briggs and the Friends of Ramona for all the work they have done at Ramona Park.

Ms. Whitcomb wished everyone Happy Holidays.

Motion to adjourn the meeting was made by Mr. Thomas and Ms. Hoyle seconded. Meeting adjourned at 7:13 p.m.

Respectfully Submitted,
Jan Whitcomb
Secretary