

## **GENEVA TOWNSHIP PARK BOARD**

### Emergency Meeting Minutes

May 26, 2020

Meeting called to order at 5:03pm via Zoom

Those attending Ms. Briggs, Ms. Hamilton (phone), and Mr. Cervas. Park Manager Gary Dudeck and Fiscal Officer Tony Long were absent.

Visitors attending none.

With the absence of Mr. Long, there were no minutes from the previous meetings to approve and there were no payment of bills presented.

The Board had a follow-up discussion regarding the hiring of Shelley Huff as a temporary Assistant Fiscal Officer. Ms. Briggs presented a sample job description listing several key duties that need to be performed. Ms. Hamilton made a motion with a second by Ms. Briggs to approve the temporary Job Description. Ms. Hamilton then made a motion, with a second by Ms. Briggs to hire Shelley Huff as a temporary Assistant Fiscal Officer at the rate of \$20 p/hour. It was also noted that it was the Board's understanding that any money paid to Ms. Huff will reduce the amount paid to Mr. Long during this temporary period. Ms. Briggs agreed to facilitate the hiring and working with Ms. Huff.

Mr. Cervas informed the Board that he has spoken to Andover Bank regarding the line of credit for the Erosion Project. Our contact at the bank is Steve Vennare.

Mr. Cervas has also been in contact with CT Consultants and Poggemeyer Engineering and will get proposals to the rest of the Board as soon as possible.

The Board discussed the Concerts in the Park and issues regarding guidelines with Covid-19. Due to the difficulty maintaining the guidelines, a motion by Ms. Hamilton with a second by Ms. Briggs was approved to cancel the concerts for the 2020 season.

Meeting was adjourned at 5:40pm