



Notice is hereby given that an official meeting of the Charleston Parks and Recreation Advisory Board will be held **Monday, September 18, 2023 at 3:30 p.m.** in the City Council Chambers, 520 Jackson Ave, Charleston, IL 61920.

Mayor
Brandon Combs

AGENDA

City Manager
R. Scott Smith, CPRP

Parks & Recreation Director
Diane Ratliff, CTRS, CPRP

Advisory Board of Directors

Commissioner
Donnagene Quivey

Commissioner
Bill Moore

Commissioner
Tory Wilson

Commissioner
Ken Baker

Commissioner
Tina Held

Parks and Recreation Staff:

Hannah Dowling
Athletic Supervisor

Recreation Supervisor

Brooke Hoene
Business Manager

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

Lori Henderson
Special Events and Tourism Supervisor

1. **ROLL CALL/INTRODUCTION OF GUESTS AND PRESS** – Diane Ratliff
2. ***APPROVAL OF AGENDA**
3. ***MINUTES**
 - A. Minutes of Parks and Recreation Advisory Board Meeting 8/21/23
4. **FINANCIAL REPORTS**
 - A. Departmental update – Director of Parks and Recreation
5. **REPORTS:**
 - 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
6. **OLD BUSINESS:**
 - A. New Registration Software Update
 - B. Red and Gold Tournament Update
7. **NEW BUSINESS**
 - A. Restructuring of Affiliate Boards - New Bylaws
 - B. Correspondence
 - C. Next Meeting – Proposed for Monday, September 18, 2023
7. **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.
9. ***ADJOURNMENT**

***TO BE VOTED ON**