

**CITY OF SANTA FE
PARK AND RECREATION BOARD
SPECIAL MEETING
NOVEMBER 27, 2023 5:30 P.M.
COUNCIL CHAMBERS
12002 HWY. 6, SANTA FE, TEXAS**

MINUTES

The meeting was called to order at 5:33 p.m. by Chairperson Rebecca Martinez.

Communications Specialist Laurie Tollett administered the Oath of Office to newly-appointed Board Member John Murello, who will serve for the remainder of an unexpired two-year term to expire in February 2025. Chairperson Martinez then called roll.

Roll Call:	Present:	Chairperson Rebecca Martinez Board Member Bill Pittman Board Member Mike Winburn Board Member Chris Bozeman Board Member Joanne Woolsey Board Member John Murello
	Absent:	Board Member Jeannie Theilemann, excused

The Invocation was given by Board Member Pittman, who then led those present in the Pledge of Allegiance to the U. S. Flag and to the Texas Flag.

Presentation and approval of Minutes: 10/16/2023 Regular Meeting and 11/6/2023 Special Meeting

Motion by Board Member Bozeman to approve the Minutes of the October 16, 2023, Regular Meeting and the November 6, 2023, Special Meeting, seconded by Board Member Woolsey. The motion passed the roll call vote unanimously.

Citizens' Comments:

There were no comments from citizens.

Business:

Old Business:

1. Discussion: Successes and lessons learned during the Heritage Festival hosted by the Santa Fe Chamber of Commerce on November 11

Board Member Woolsey stated that several members of the Park and Recreation Board showed up for a little while to help with the Kids Zone at the Heritage Festival, but there was nothing for them to do, since the Kids Zone was scaled down due to the threat of rain.

2. Discussion: Successes and lessons learned during the Fun Run hosted by the Friends of the Library on November 11, 2023

Library Director Becky McClain expressed her gratitude for several Park and Recreation Board members who volunteered to help with the Fun Run and for the dog tags that were made by Board Member Pittman for the participants. Ms. McClain added that there were eighteen business sponsors who collectively donated \$1,500. Ms. McClain stated that there were twenty-five runners and walkers who participated in the event, including three students from Santa Fe High School and two students from Santa Fe Junior High School, and that the Fun Run raised \$3,800.

Ms. McClain advised that the Friends of the Library would like the Fun Run to be a part of the Heritage Festival next year and would like to invite the cross-country teams from around the area to participate.

3. Discussion and possible action: Review of samples provided by Scribbles USA for new Park and Recreation Board shirts

Community Services Director Georgia Carmack provided samples of Port Authority brand shirts with both a printed logo and an embroidered logo for new Park and Recreation Board shirts created by Scribbles USA. Chairperson Martinez stated that she prefers Sport Tek brand shirts because they are true to size and have nicer material than Port Authority and provided a sample of a Sport Tek shirt.

Motion by Board Member Winburn, seconded by Board Member Bozeman to approve the purchase of green polo Sport Tek shirts with yellow embroidery. The purchase will be made from the Park and Recreation Board funds. The motion passed the roll call vote unanimously.

New Business:

1. Discussion and direction: Involvement and duties of Park and Recreation Board members for the Christmas Tree Lighting to be held on November 29, 2023

Chairperson Martinez stated that she will be at Mae S. Bruce Library at 3:00 p.m. for the Christmas Tree Lighting to receive the power source for the lighting and for the sound system that Walter Bozeman will be providing. Library Director Becky McClain passed out a map with the layout of all booths and activities and the Board members discussed where everything will be located.

Community Services Director Georgia Carmack stated that Bob Atkins, Executive Director of Facilities, Maintenance, and Construction for Santa Fe Independent School District would be delivering the risers on Wednesday, and will let her know what time on Tuesday. Chairperson Martinez advised that Mayor Bill Pittman begin the ceremony at 5:30 p.m. and that a local pastor will lead the Invocation. Ms. McClain stated that Lucas Campbell, pastor of New Life Church in Santa Fe, will be setting tables up for the Christmas Tree Lighting, so she will ask him if he would lead the Invocation. Board Member Pittman said that he will contact Pastor Campbell. Ms. Carmack offered to invite the Girl Scouts to lead the Pledge of Allegiance.

Chairperson Martinez stated that she verified that Santa Claus and the Grinch will be in attendance, and that there will be rocking chairs and a truck for photo opportunities. Chairperson Martinez also acknowledged that the Christmas tree is set up and Ms. McClain said that the lights were tested today and are in working order.

Ms. Carmack then received verification that the Girl Scouts would be able to lead the Pledge of Allegiance and Chairperson Martinez stated she would need them there by 5:30 p.m.

Request for Future Agenda Items

The Park and Recreation Board agreed to cancel the December meeting and meet next on Monday, January 15, 2024, at 5:30 p.m.

Motion by Chairperson Martinez to adjourn, seconded by Board Member Bozeman. The motion passed and the meeting adjourned at 6:14 p.m.

ATTEST:



Georgia Carmack, Community Services Director


Rebecca Martinez, Chairperson