

**Circle Recreation Commission  
Minutes of Rec Board Meeting  
October 7, 2024  
District Administrative Office  
6:00 pm**

*These minutes may be approved or amended at the November 5, 2024, Recreation Board meeting.*

**CALL TO ORDER**

Nick Engels called the October 7, 2024, Recreation Board Regular meeting to order at 6:00pm.

Members Present:

Nick Engels  
Darius Semisch  
Casey Winchell  
Kevin Frack  
Chelsea Anderson

Others Present:

.Tyler Sperry – Circle Rec Director  
Carson Mosier – Assistant Circle Rec Director  
Dennis Mullins, Andover CPAs

All in attendance recited the Pledge of Allegiance.

**PUBLIC COMMUNICATIONS**

No Public Communications

**APPROVAL OF THE AGENDA**

Motion by Kevin to approve the agenda as amended. Seconded by Casey.  
Motion carried 5-0.

**CONSENT AGENDA**

Motion by Darius to approve the consent agenda as presented. Seconded by Chelsea.  
Motion carried 5-0.

**DIRECTOR REPORT**

Director Tyler Sperry reported on a number of activities going on with the commission including Basketball registrations, elementary school assemblies, parent/student surveys, parent square, facebook access, football game attendance and the completion of their CPR/First Aid/AED training

**OLD BUSINESS**

The topic of club soccer team falling under the umbrella of the Circle Recreation Commission.  
Consensus was that it would be tabled for next year.

**NEW BUSINESS**

1. Tyler Sperry presented the Andover CPA proposal for compilation services to start book keeping records as of 9/1/2024. Motion to approve proposal at \$500 a month by Kevin and 2<sup>nd</sup> by Chelsea. Motion carried 5-0
2. Tyler presented a potential sign donation from Circle Towanda that could sit outside and be updated as needed. More information was requested and was tabled until future meeting.
3. Basketball registration fees were kept similar to prior year. Consensus was obtained to agree with that for this year with plans to revisit going forward.
4. Request by management to purchase adjustable goals to use in the Middle school for basketball season. More information was requested and will be tabled to next meeting.
5. Discussion of potential basketball uniforms for this year was had but more information was requested and was tabled until next meeting.

6. Management proposed an initial basketball referee pay scale. More information was requested and was tabled until future meetings.
7. Pickleball equipment was requested to be able to use as a community resource within the recreation commission building. More information on liability was requested and was tabled until future meeting.
8. By-law incorporation was discussed but more information was requested and was tabled for future meeting.
9. Request by management to approve the logo design and logo-design fee of \$500. Motion by Darius and 2<sup>nd</sup> by Kevin. Motion carried 5-0.
10. Management requested that they be able to join the Kansas Recreation Parks Association with a fee of \$100. Motion by Kevin 2<sup>nd</sup> by Chelsea. Motion carried 5-0.
11. Management requested we move forward with a proposal from IT Halos, LLC for Firewall and phone contract. Motion by Darius and 2<sup>nd</sup> by Kevin. Motion carried 5-0.
12. Management requested approval of webpage service fee of \$1,000. Motion by Casey 2<sup>nd</sup> by Chelsea. Motion Carried 5-0
13. Management requested the purchase of 1 additional ipad and square payment reader for \$560 for use with concessions at sporting events. Moved by Darius 2<sup>nd</sup> by Kevin. Motion carried 5-0.
14. Management requested approval to put Pankratz and Hodge PA on retainer with no fee. Moved by Kevin 2<sup>nd</sup> by Chelsea, Carried 5-0.
15. Management requested an annual subscription to ChatGPT premium at \$20 a month for use in scheduling and other misc functions. Moved by Casey 2<sup>nd</sup> by Darius. Motion carried 5-0.
16. Management requested authority to have a spending threshold for misc supplies that would not need board approval. Darius moved that for supply purchases under \$250, per purchase, management would not need approval from the board. 2<sup>nd</sup> by Chelsea. Motion carried 5-0
17. Tyler Sperry informed the board that during the November 4<sup>th</sup> football banquet they will begin giving out the franchise player awards for players that played their entire time with Circle football. Informational only
18. ICI insurance quote for liability and property was presented for approval. Motioned by Darius and 2<sup>nd</sup> by Kevin. Motion carried 5-0.
19. Discussion of the use of Arbiter for scheduling and pay of all officials which would make them contractors. Item was tabled for review by Andover CPAs for tax treatment.
20. Management requested permission to start updating the office with décor to make building more suitable for the use. Board requested that management put together a proposal for changes and present at next board meeting.

## **EXECUTIVE SESSION**

No executive session

## **PERSONNEL**

No personnel report

## **ADJOURNMENT**

There being no further business before the board, Nick Engels declared the meeting adjourned at 8:16pm.