
Recreation Committee Meeting
Wednesday February 15, 2023
5:30 at Juneau Community Center
MINUTES



Members Present: Kara Erstad, Kay Marose, Wendy Jo Smedema, Jennifer White, and Mayor Wegener
Members Absent: Amy Wolter
Also Present:

1. This meeting was called to order at 5:30 pm, and roll call was taken.
2. White motioned and Erstad seconded to approve the agenda with the amendment of moving #10 to the front of the agenda. Motion carried.
3. White motioned and Smedema seconded to approve minutes from previous meeting. Motion carried.
4. Public Appearances or Comments: None

5. Review, Discuss, and Possibly Approve Changing Meeting Date and/or Time of Recreation Committee Meeting.

White motioned and Erstad seconded to change the official meeting date for the Recreation Committee to the 4th Wednesday of the month at 5:30 pm. Motion carried.

6. Review, Discuss, and Possibly Approve Creating a Soccer Sub Committee.

Marose motioned and Erstad seconded to establish a Rec Department sub-committee. The sub-committee shall consist of 3-5 members with one member an official member of the City of Juneau Recreation Committee. The committee will meet as needed to coordinate and manage the City of Juneau soccer program. Responsibilities include but are not limited to: attending requires meetings of the Kettle Moraine Soccer League, recruiting coaches (having coaches complete form for background checks), establishing teams, scheduling events, ordering jerseys and preparing soccer fields.

The Recreation Director will contact and schedule referees, send out registration information and run background checks through the City Police Department.

7. Review Progress on filling the position of the Recreation Director.

Marose updated the committee on the progress and outreach in filling the position of Recreation Director. Committee requested that the position be advertised an additional month.

8. Review and Discuss how Recreation Activities will continue in the absence of a Director.

Recreation activities will continue with volunteers. Laura Zank is currently responding to phone calls and emails.

9. Review, Discuss, and Possibly Approve Raising the Hourly Wage for the Summer Help.

White motioned and Smedema seconded to increase the summer staff wage to \$15.00 per hour including the current increase for returning summer staff. Motion carried.

10. Review and Discuss the Guidelines of Community Center use for Recreational Activities.

General discussion was had regarding use of facilities. More information is needed on this topic.

11. Review, Discuss, and Possibly Approve Creating two Part-Time jobs for the position of the Recreation Director if needed.

General discussion on the possibility of creating two part-time jobs in place of a full-time Rec Director.

12. Recreation Director Report: No report

13. Old Business: A written policy found in the Rec Department needs to be updated to reflect the committee's decision from March 2022 that a resident is defined as a family that resides in the City of Juneau and not the Dodgeland School District.

14. New Business: None

15. Date and Time set for next meeting: March 22, 2023 at 5:30 pm.

16. White motioned and Erstad seconded to adjourn the meeting. Motion carried.

Minutes Reported by:

Kay Marose