

TARRYWILE PARK AUTHORITY

REGULAR MEETING

September 17, 2013

CALL TO ORDER:

On Tuesday, September 17, 2013 at 6:30 p.m., the regular meeting of the Tarrywile Park Authority, was called to order at Tarrywile Mansion, 70 Southern Blvd., Danbury, CT, by Chairman M. Marcus.

ATTENDANCE

The following board members were recorded as present:

Board Members: J. Preston, M. Marcus, J. Harner, W. Platz, M. Repole, B. Talarico,
D. Manacek & R. McGarrigal

Board Members Absent: E. Munoz

Park Staff: none present

Guests: Rosanne Schepis

Public Speaking:

Friends of Tarrywile: Rosanne Schepis of the Friends Board reported that the group will be doing more social media outreach for future events. The next Artisan Fair is coming up on December 1st. The Friends met with the Women's Club of Danbury to look at the Castle and the meeting went well. They will continue to look at ways to fund the project. M. Nolan and M. Marcus are trying to coordinate schedules with the Mayor to discuss the project with him. The Friends also reported that they made \$942 income in the past fiscal year.

AGENDA:

1. **Chairman's Report:** Chairman Marcus noted that the items he would report on will be covered under the Agenda items.
2. **Minutes – August 20, 2013:** A motion was made by W. Platz to approve the minutes of the August 20, 2013 meeting. R. McGarrigal seconded. The motion passed unanimously.
3. **Financial:**
 - A. **Financial Reports – August 2013:** A motion was made by R. McGarrigal to approve the financial reports. M. Repole seconded. The motion passed unanimously.
 - B. **Audit FY 12/13:** B. Petro had previously emailed the Board the FY12/13 Audit. The auditor found no problems and had no recommended changes to our policies and procedures, therefore no management letter was needed.

A motion was made by R. McGarrigal to approve the FY12/13 Audit. D. Manacek seconded. The motion passed unanimously.

4. Old Business:

- A. **LoCIP Projects Update:** The paperwork for the School update is progressing through the City Hall Departments, the architect is finalizing the plans and the bid package will hopefully go out in the next few weeks. The Oil to Gas Conversion paperwork has moved onto the state for approval. This approval will take 4- 6 weeks.

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5. New Business:

A. September 2013 Park & Mansion Use Reports: The September report prepared by B. Petro shows that there were 16 events scheduled for the Park with apx.466 people in attendance. There were 11 events scheduled for the Mansion with apx. 870 people attending. Total Park & Mansion Events for September 2013 was 27 events with 1,336 people attending.

B. Fall Fundraisers: The staff is busy with two major fundraisers this October. The annual Harvest Hayride is scheduled for the last 2 weeks of October and the Masquerade Mania event is scheduled for October 25th.

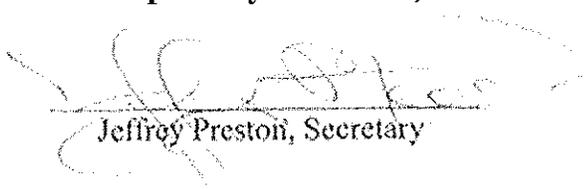
6. Other Business:

A. Grounds Work: The staff is commended for the outstanding job that they have been doing on the grounds, in particular the mowing of the trails in the farm area.

B. Labyrinth: The staff continues to raise more funds for the Moy Memorial Labyrinth.

Adjournment: A motion was made by R. McGarrigal to adjourn the meeting at 7:00 p.m. Seconded by W. Platz. Motion passed unanimously.

Respectfully Submitted,


Jeffrey Preston, Secretary