

TARRYWILE PARK AUTHORITY
REGULAR MEETING

July 21, 2020

CALL TO ORDER:

On Tuesday, July 21, 2020 at 6:45 p.m., the regular meeting of the Tarrywile Park Authority, was called to order via Zoom Meeting ID #753-902-7074 by Chairman M. Marcus.

ATTENDANCE

Board Members Present: M. Marcus, M. Repole, D. Manacek, W. Platz & N. Wakeham

Board Members Absent: B. Talarico, J. Harner & E. Doto **Park Staff:** B. Petro

Guests: N/A

Public Speaking: N/A.

AGENDA:

1. **Chairman's Report:** Chairman Marcus asked for a moment of silence in recognition of the passing of former Board member Carolyn Sistrunk who passed away on June 5, 2020. A moment of silence was observed.

Chairman Marcus then took a moment to welcome our newly appointed Board member Nancy Wakeham to the Board. Ms. Wakeham is a daily Park user and looks forward to serving on the Board.

2. **Minutes – June 16, 2020:** A motion was made by W. Platz to approve the minutes of the June 16, 2020 meeting. M. Repole seconded. The motion passed unanimously.

3. **Financial Items:**

- A. **Financial Reports – June 2020:** B. Petro presented the year-end financial reports to the Board. In total there was a shortfall of \$101,539.09. \$65,029.94 was due to COVID-19 which included lost revenue for Mansion events, no bookings, buying COVID-19 supplies and no fundraisers. Much discussion followed. A motion was made by W. Platz to approve the financial reports. D. Manacek seconded. The motion passed unanimously.

- B. **FY 2020/2021 Proposed Operating Budget – Draft #2:** B. Petro presented draft #2 of the FY2020/2021 operating budget. Much discussion followed. Chairman Marcus asked B. Petro to Make some adjustments to the Mansion Rental income line item as we already know that nothing or very little will be generated in the next three months and with that in mind also look at items such as Mansion cleaning and Mansion event staff salary line items to see if any adjustments should be done. Further discussion followed. Chairman Marcus would also like to meet with the Mayor to discuss the impact on our revenue and how we may be moving forward to raise funds. A motion was made by D. Manacek to table the discussion till the August Board Meeting. N. Wakeham seconded. The motion passed unanimously.

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4. Old Business:

- A. Fundraising & Sponsorships:** Several ideas were discussed, including a picnic style event, a more formal event at the Mansion and also charging fees to use the Park. Discussion followed.
- B. Castle Update:** B. Petro reported that Manafort & Sons has been contracted with the City to perform the removal of debris from the Castle. They are now onsite and expected to start work this week.
- C. NRVT Meeting:** Chairman Marcus and any available Board member that would like to join him will be meeting with representatives in Mid-August to talk further on the location and style of trails that may be used in Tarrywile.
- D. COVID-19 Update:** B. Petro reported that all events from March 15, 2020 thru October 1, 2020 have been either postponed to 2021 or cancelled outright. All fundraising events also had to be cancelled. The other factor is that no one has booked any events for the last three months, so no new revenue stream is coming in. The State of Connecticut still has not given venue rental facilities such as Tarrywile a clear set of guidelines on how events will look moving forward. More equipment may be needed depending on what the guidelines mandate. B. Petro will keep the Board updated.

5. New Business: N/A

6. Other Business: N/A

Adjournment: A motion was made by N. Wakeham to adjourn the meeting at 7:47 p.m. Seconded by D. Manacek. Motion passed unanimously.

Respectfully Submitted,

B. Petro, Acting Secretary