

**Town of Marion  
Parks & Rec Advisory Board**

**MEETING ACTION SHEET**

P&R Advisory Board					
<ul style="list-style-type: none"><li>Date/Location July 9, 2025, Marion Town Park Lodge</li></ul>					
Chair: Bovet/Fisher					
Agenda Items	Discussion/Details	Action Required	Responsibility		
Baseball/Softball	Sign ups for fall baseball first two weeks of August (t-ball [Mondays] and grasshoppers [Tuesdays] due to participants). Start 9/8-10/7  Minors- upcoming tournament and setting up games with surrounding areas  Majors played game against Lyons  Recap email to be sent		Justin		5 minutes

<b>Soccer</b>	<p>Started last night, went smoothly</p> <p>Field set up &amp; longevity- ideal situation would be to drop pins to maintain field sizes/identification vs inconsistent sizes. Fields also with inconsistency d/t ground discrepancies. If dropping pins, would help to avoid uneven grounds.</p> <p>Discussion regarding no parking on town fields which ruins fields. Not enough parking space noted at times however.</p>		<b>Sarah</b>		5 minutes
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<div>Recreation Director</div>	<div>Agreeable as a group with Rec Director job description</div> <div>Rec director is point of contact person for community/departments for coordinating programs</div> <div>Conversation of organizational communication (who would they report to?). Suggested they report to P&amp;R liaison and any concerns are brought forth to town board.</div> <div>Consideration of developing an organizational chart for Town of Marion for open chain of command</div> <div>Pay scale discussed with information received by Marion Accountant</div> <div>Stipend position vs hourly discussion? May have difficulty with filling if not flexible</div>	<div><div>Recreation Supervisor</div><div>Part-Timers - NO Vacation/Sick/Personal/Medical Insurance</div><div>Part-Timers do get Holiday Pay if a Holiday falls on a day when they would have worked</div><table><tr><td>10 hours/week</td><td></td><td></td><td>SS</td><td>Med</td><td></td><td></td></tr><tr><td></td><td>\$20/hr</td><td>200.00</td><td>24.80</td><td>5.80</td><td><u>230.60</u></td><td>per pay period</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>5,995.60</td><td>per year</td></tr><tr><td></td><td>\$25/hr</td><td>250.00</td><td>31.00</td><td>7.25</td><td><u>288.25</u></td><td>per pay period</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>7,494.50</td><td>per year</td></tr><tr><td>20 hours/week</td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td>\$20/hr</td><td>400.00</td><td>49.60</td><td>11.60</td><td><u>461.20</u></td><td>per pay period</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>11,991.20</td><td>per year</td></tr><tr><td></td><td>\$25/hr</td><td>500.00</td><td>62.00</td><td>14.50</td><td><u>576.50</u></td><td>per pay period</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>14,989.00</td><td>per year</td></tr></table></div> <div><div>Full Time</div><div>7 hrs/day - 35 hrs/wk</div><div>Vacation - After 1 Year - 5 days</div><div>Sick - Earn .833 Days on the 1st Day of Each Month for the 1st Year</div><div>Thereafter they will be Credited with 10 on January 1</div><div>Personal - After 1 Year - 3 Days</div><table><tr><td></td><td>\$20/hr</td><td>700.00</td><td>86.80</td><td>20.30</td><td>807.10</td><td>per pay period</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td><u>19,644.00</u></td><td>health insurance</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>40,628.60</td><td>per year</td></tr><tr><td></td><td>\$25/hr</td><td>875.00</td><td>108.50</td><td>25.38</td><td>1,008.88</td><td>per pay period</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td><u>19,644.00</u></td><td>health insurance</td></tr><tr><td></td><td></td><td></td><td></td><td></td><td>45,874.75</td><td>per year</td></tr></table><div>Hope this helps. If you have any questions feel free to ask.</div></div>	10 hours/week			SS	Med				\$20/hr	200.00	24.80	5.80	<u>230.60</u>	per pay period						5,995.60	per year		\$25/hr	250.00	31.00	7.25	<u>288.25</u>	per pay period						7,494.50	per year	20 hours/week								\$20/hr	400.00	49.60	11.60	<u>461.20</u>	per pay period						11,991.20	per year		\$25/hr	500.00	62.00	14.50	<u>576.50</u>	per pay period						14,989.00	per year		\$20/hr	700.00	86.80	20.30	807.10	per pay period						<u>19,644.00</u>	health insurance						40,628.60	per year		\$25/hr	875.00	108.50	25.38	1,008.88	per pay period						<u>19,644.00</u>	health insurance						45,874.75	per year			45 minutes
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<b>Budget Recommendations</b>	<p>Consideration of P&amp;R reserve fund with portion of funds collected from programs vs current practice?</p> <p>Budget suggestion for Port-A-Potty to be available sooner in the year or have bathrooms opened earlier in year?</p> <p>Budget line for doors for kitchen pantry/cabinets at lodge- missing summer rec snacks</p> <p>Consider a budget line to establish barriers to prevent parking on the grass/fields. Current signage is limited</p>				20 minutes
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<b>Long Term Capital Improvements</b>	<p>Adding a parking lot to back fields</p> <p>Adjust current parking situation in front part of park to accommodate more vehicles</p> <p>Expansion of park to accommodate expanding programs- bigger fields/field adjustments</p> <p>Regrading of fields</p> <p>Consideration of portion of reserved funds raised through programs to be used for any matching of grants for improvements</p> <p>Consider developing part of the lodge for space for local groups to rent closets/lockers (ex: scouts, 4H) which would also have group info/posters on exterior of door (advertisement) and inside to hold supplies they use (park as an operations base/unity hub). Discussion of loss of interior space vs addition of new storage space. Would need to determine how often or why lodge may not be rented.</p>				15 minutes
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	<p>Improvements to bleachers and obtain dugouts for back fields (Comp planning possibility?)</p> <p>Basketball courts to serve multiple purposes to accommodate for pickleball/tennis</p>				
<b>Follow Up-Meeting with Town Board</b>	<p>Still no AED sign outside town lodge as previously discussed with town board</p> <p>Ideally would like to have an outdoor/centralized AED</p> <p>Concern about travel soccer having access to AED</p> <p>Discussion about avoidance of parking/driving on the fields (field condition and safety issue with accidental injury) (future discussion with town board)</p> <p>Outdoor restroom sign indicating other restroom location (future discussion with town board)</p> <p>Storage locker follow up</p>	<p>Outside AED signage will be brought up at the next town meeting for follow up.</p> <p>Town board to investigate this possibility/location</p> <p>Town previously indicated evaluation into obtaining storage locker for supplies for programs</p>	Holly		5 minutes

<b>Future Meeting Dates/Locations</b>	Aug-October- meeting at town parks	Needs to be reserved with Heidi	Holly		5 minutes
	November-April -High school library	Sarah to reserve			
<b>Around the Table</b>	One point of contact for rec program reservations with the school buildings for programs				
<b>Attendees:</b> <b>Jarred Savory, Margi Tabor, Mary Johnson, Sarah Griffin, Tim Holahan, Justin Minier, Holly Bovet, Barb Schoonerman</b> <b>90 day review due 7/2025</b>  <b>90 day review schedule:</b> <b>October 2025</b> <b>January 2026</b> <b>April 2026</b> <b>July 2026</b> <b>October 2026</b> <b>January 2027</b>					