

**CONROE PARKS AND RECREATION DEPARTMENT
BOARD MEETING MINUTES**

*Monday, August 12, 2019
Parks & Recreation Administration
Conference Room*

MEMBERS PRESENT

Kent L. Hineman
Susan Law, Vice-Chairperson
Mary Ann Metcalf
James Stewart
Mary Tolbert

OTHERS PRESENT

Lauren Arnold, Parks Superintendent
LynnLi B. Joseph, Secretary
Mike Riggins, Director

I. Approval of Minutes

At 4:30pm on Monday, August 12, 2019, Mrs. Susan Law called the Conroe Parks and Recreation Advisory Board Meeting to order. There were no minutes to approve from July 8, 2019 as there was no quorum.

II. Monthly Activity Report

Mr. Lauren Arnold gave the Park Operations Overview. Mr. Mike Riggins reviewed Staff Development, Recreation Operations, talked about Upcoming Events, and gave the Financial Overview.

III. Other

- A) Mr. Lauren Arnold gave an update of the Carl Barton, Jr. Park project.
- B) Mrs. LynnLi Joseph gave a summary of the summer interns' experience.
- C) Mr. Mike Riggins opened up the discussion regarding the vacancy on the advisory board due to the death of Chariman, Morris Straughan. He asked if Vice-Chair, Mrs. Susan Law would take the position of Chairperson and if Ms. Mary Tolbert would take the position of Vice-Chair. All board members were in favor of this proposal. They postponed discussing the vacancy to next month at the meeting scheduled for September 9, 2019.
- D) Mrs. Mary Ann Metcalf made a motion to adjourn the meeting. Mr. James Stewart seconded the motion. The meeting was adjourned.