

**Minutes  
Parks & Recreation Committee  
August 8, 2018 – 7:00 p.m.  
Regular Meeting  
Manassas Museum – Multi-Purpose Room**

**Call to Order:**

The meeting was called to order by Lawrence Smith at 7:00 p.m.

**Determination of a Quorum:**

A majority of the board is present.

**Committee Members in Attendance:** Mike Freeland, Clara Meagher, Mark Rabatin, Malcolm Richards, Lawrence Smith, Ivan Soto

**Alternate Committee Members in Attendance:** Lynn Forkell

**Committee Members Absent:** Paul Dresler, Robert Keller, Christina VanderBosche

**City Council Member Liaison:** Councilman Ian Lovejoy – Present

**Museum Staff in Attendance:** Kisha Wilson-Sogunro, Division Manager; Donna Bellows, Administrative Associate

**Approval of Minutes of July 11, 2018:**

Malcolm Richards moved to approve the minutes as written, and Lynn Forkell seconded the motion. The acting chair opened the floor for discussion, and there was no further discussion. The motion carried unanimously.

**Chair's Comments:**

Lawrence Smith informed the Committee that Crystal Wilson has resigned, and the City Council's Personnel Committee is seeking applications to fill the vacant position.

**Council Member:** Councilman Lovejoy stated that the alternate members are encouraged to apply for the position. City Council hopes to make a decision on the new member appointment by September.

**Manager's Report:** Kisha Wilson-Sogunro informed the Committee that all City staff is preparing for the Manassas City History Weekend event (August 24-26), stating that volunteers are in place and everything should go as planned. She also stated that everything is going well with the Parks in spite of all the rain.

**Old Business:**

None

**New Business:**

Larry Smith included a handout in the packet with “Definition of Terms” that was discussed at last month’s meeting. This was not up for adoption, but, as a discussion, so that everyone could be on the same page.

The Committee agreed that they should work with other committees before adopting their own mission statement. The Committee would vote on this at their next meeting. They also suggested hosting a meeting and inviting the other committees.


The Committee agreed to hold off on the strategic plan until the mission statement is completed.

**Close of Business:**

The next meeting is scheduled for September 12 at 7:00 p.m.

**Adjournment:**

Mike Freeland motioned to adjourn the meeting and Malcom Richards seconded the motion. The motion carried unanimously to adjourn the meeting. The meeting ended at 8:20 p.m.

  
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Lawrence Smith  
Chair

9/12/2018  
\_\_\_\_\_  
Date