

**River Bend Parks & Recreation Advisory Board**  
**Special Meeting Minutes**  
**January 7, 2025**  
**Municipal Building**

Board Members Present: Amy Hendee, Annie Knowler, Victoria Stuppy  
Board Members Absent: Beth Stokes  
Others Present: Stephanie Viers, Jeffrey Weaver

Victoria Stuppy called the meeting to order at 6:30PM with a quorum present.

Victoria Stuppy moved to adopt the agenda. Annie Knowler seconded. The motion carried unanimously.

Victoria Stuppy motioned to approve the minutes of December 4, 2024. Annie Knowler seconded. The motion carried unanimously.

Jeffrey Weaver reported no updates from Town Council.

Victoria Stuppy provided the financial review. Parks & Recreation is still under budget for the current fiscal year.

Amy Hendee provided the social media update. She would like to publicize the results of the Parks & Recreation survey from last year and plans to do more posts encouraging applications to the Board and how to volunteer with the Board. The Board will continue to share informational posts from other River Bend groups/pages such as the Police Department, Red Caboose Library, etc.

Annie Knowler discussed general social media policy. The Board agreed that concerns from the community posted on social media should be redirected to the official Parks & Recreation email.

The Board reviewed the Holiday Tree Lighting. The feedback from this event was generally positive. Annie Knowler suggested doing a banner for the River Bend entrance in the future. Amy Hendee suggested having a sound system for the future and having a countdown during the actual tree lighting. The Board also discussed having music or caroling outside.

The Board reviewed the Tinsel Train & Holly Trolley event. The feedback from this event was positive. It was a costly event. The Board will add room in the budget in the future for this particular event.

Annie Knowler reviewed the upcoming Game Night event (January 10, 2025). The Board discussed prizes for bingo. She will obtain snacks for the event.

The Board reviewed the Red Cross Blood Drive (January 25, 2025). Victoria Stuppy is meeting with the representative from the Red Cross. The Board will open the portal for signup. Amy Hendee will create the flyer. Annie Knowler will be point for the event as Amy Hendee will not be in town. Jeffrey Weaver offered to help that day.

The Board reviewed the Card Making Class (February 8, 2025). The cost will be \$175 for 20 participants making 2 cards each. Victoria Stuppy is point for this event. She will create the flyer for the event.

The Board discussed having an International Night in March 2025. Victoria Stuppy proposed March 8, 2025.

The Board discussed Easter. The Board will reach out to the River Bend Country Club about coordinating with them for Easter festivities.


The Board discussed a Neighborhood Block Party for May 31, 2025.

The Board voted on new Board members. The eligible candidates are Diana Pantall and Stephanie Viers. Jeffrey Weaver facilitated the voting process.

Victoria Stuppy motioned to recommend Diana Pantall to the Council for appointment to the Parks & Recreation Advisory Board. Amy Hendee seconded. The motion passed unanimously.

Victoria Stuppy motioned to recommend Stephanie Viers to the Council for appointment to the Parks & Recreation Advisory Board. Amy Hendee seconded. The motion passed unanimously.

There being no further business, Victoria Stuppy moved to adjourn, seconded by Annie Knowler. The meeting adjourned at 7:27PM.

  
Submitted by Amy Hendee