



City of Auburn Recreation
Department Dawna
LaBonte', Director
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Parks and Recreation Advisory Board - Meeting Minutes

Wednesday November 13, 2025, at 4:30pm (Senior Center)

Members Present: Misty Edgecomb, Haley Warden, Phil Savignano, Julia Bergeron-Smith, Dawna LaBonte' (Staff).

Absent: Jeremy Gatcomb (Staff). **Excuse Absences:** No motion was needed to excuse the absence of Jeremy Gatcomb as he is a staff liaison.

Meeting Minutes: August and October minutes approved Haley/Phil; all in favor unanimous

Department Update:

- **Upcoming Program & Registration Dates:**
 - **Spring Brochure:** Will be available to the public on January 5th.
 - **Spring Programs:** Will be loaded onto the website periodically between November and the end of January.
 - **Summer Camp:** Registration and the financial aid application process both open on January 1st.
 - **Winter Sports:** Staff are currently preparing for the upcoming basketball season, cheerleading, Pizza & PJs, and vacation camps.
- **Fall Program Wrap-Up:**
 - **Football season** concluded successfully with its final banquet on Friday.
 - **Softball season** has also ended.
 - **Senior trips** will be slowing down significantly for the winter due to potential road hazards.
- **Fleet Status & Transportation:**
 - The department is facing a temporary challenge, with only one Mini-bus available for a period.
 - The new recreation bus is currently out of service.
 - The oldest bus is considered highly unlikely to pass its upcoming inspection.
- **Staffing and Department Structure Changes:**
 - Director LaBonte confirmed that the department cannot replace Sara's position in any capacity.
 - Staff will be analyzing the long-term operational impact of this significant personnel reduction.
- **New Internal Assignments** established to manage the workload:
 - Director LaBonte will take on all Special Events and Camps, supported by Jen Banker, Executive Assistant.
 - Heath and Zach will manage all sport-related programming and assist with day-of programming operations.

New Business/Open Session for Public:

- **Nominations and votes for leadership for the upcoming year:**
 - There was a motion to put a hold on leadership until there was a full board. Julia second all in favor Phil/Julia; Misty/Haley voted no.
 - Misty then nominated Julia as chair and Phil as the co-chair Misty/Haley; all in favor unanimous.
 - Julia/Phil will begin as chair and co-chair in December 2025.
- **Public art at Lake Grove Park- Misty:**
 - Misty was at an event at Lake Grove Park, and she spoke to Eric Cousens about making a carving out of one of the trees that needs to be cut down. She thought it would be a good idea to reach out to the community in that area to find out what they would like to see for carvings.

Work in Progress:

- **Skate Park:**
 - Misty met with Eric Santos about skate park. She will get him to attend a meeting soon.

Other Business:

- Haley asked if a city counselor was supposed to be on the Parks and Recreation Advisory Committee. The consensus from the group was yes but Misty will look into it with the City Clerk, Emily.
- Julia proposed a 6-month strategic planning process. The board, including Dawna, agreed that this would be a good process to undergo, with new leadership in the chair/co-chair positions and with staff structural changes at the Rec Department.

Meeting was adjourned, Haley/Julia; all in favor unanimous.

Next meeting will be held Wednesday December 10, 2025 – 4:30 pm – Senior Center