

BURLESON PARKS ADVISORY BOARD  
December 12, 2024  
MINUTES

Call to Order – 6:00 P.M.

Roll Call

Board Members Present

Sherry Scott  
Matthew Quinn  
Christian Schott  
Ashli Logan  
Shannan Sutter  
Lindsey Cobb—Arrived 6:02 PM

Board Members Absent

Tyler Knox

Staff Present

Jen Basham, Director  
Jessica Martinez, Deputy Director of Parks  
Bailey Campbell, Senior Administrative Specialist/Recording Secretary

**Guests**

None

**1. Call to Order: 6:00 PM**—Matthew Quinn called the meeting to order at 6:00 PM

**2. Citizen Appearances**

None

**3. General**

A. Consider approval of the minutes from the November 14, 2024, meeting. (Staff Contact: Bailey Campbell, Senior Administrative Specialist)

Shannan Sutter made a motion to approve the item. Ashli Logan seconded the motion. Motion passed 5-0. Absent Lindsey Cobb, Tyler Knox.

B. Consider approving excused absences for Park Board member, Sherry Scott's, absence from the December 12, 2024, January 9, 2025, and February 13, 2025 Park Board meetings. (Staff Contact: Jen Basham, Director of Parks and Recreation)

Shannan Sutter made a motion to approve the item. Christian Schott seconded the motion. Motion passed 6-0. Absent Tyler Knox.

**4. Reports and Presentations**

- A. Receive the November 2024 Department Update Presentation (Staff Contact: Jen Basham, Director of Parks and Recreation)

Jen Basham, and Jessica Martinez reviewed departmental programs, events and revenues for the month of November 2024. A discussion followed.

- B. December Community Calendar Attached

A paper copy of the programming calendar was given to the board members.

**5. Requests and Future Agenda Items and Reports**

**6. Adjourn.**

Chairperson, Matthew Quinn adjourned the meeting.

Time – 6:11 P.M.

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Bailey Campbell, Recording Secretary