



Little Rock Parks & Recreation Commission Meeting July 12, 2023

Human Resources / Finance / Payroll

On-going of addressing Administration Policies updates/HR related Issues

On-Boarding:

- Administrative Assistant for Director
- (3) Maintenance & Recreation Positions

Advertise:

- Outdoor Recreation Coordinator
- Parks Marketing and Social Media Coordinator

Keeping department productive/Inventory current

Computers/Monitors/Laptop: Goal Replace outdated models and IT-Loaners

- (1) Administration
- (2) The Centre
- (1) Southwest
- (2) Resource Administration
- (1) Marathon
- (1) Athletics
- (2) Maintenance

Performance Reviews

- 6 month evaluations

Finance

Stay abreast on processing invoices / Outstanding PO's

2nd Park Stat – Friday, July 28th

Accreditation Efforts