

**MINUTES OF OCTOBER 21ST, 2025
MEETING OF THE BEDFORD PARK AND RECREATION BOARD
OF THE CITY OF BEDFORD**

The monthly meeting of the Bedford Park and Recreation Board was held on Tuesday October 21st, 2025, at the Stonegate Arts & Education Center, 931 15th Street, Bedford, Indiana, at the hour of 4:30 P.M. (E.S.T.)

PRESENT: Trevor Rynders, Angie Sanders, Jo Underwood, Larry Arnold, Barb Miller

ABSENT: none

Angie Sanders, Board President, states are there any changes to the minutes? Seeing none, they will stand.

Angie Sanders, Board President, states are there any changes to the claims?

A motion was made by Trevor Rynders, Board Vice President, seconded by Barb Miller, Board Member, to approve the claims as submitted. All were in favor.

Angie Sanders, Board President, presented the Abuse & Molestation Risk Management Policy.

**City of Bedford, Indiana Parks Department
Abuse and Molestation Risk Management Policy**

Purpose

The City of Bedford Parks Department is committed to maintaining a safe and respectful environment for all participants, particularly children and vulnerable adults, in all its programs and facilities. This policy aims to prevent abuse and molestation by employees, volunteers, and others acting on behalf of the department. By establishing clear expectations, training, and reporting procedures, the department seeks to safeguard public trust and ensure the safety of the individuals we serve.

Scope

This policy applies to all full-time, part-time, and seasonal employees, volunteers, contractors, and any individual associated with Parks Department programs or events. It covers all locations, whether on city property or otherwise, and applies to all types of abuse: physical, emotional, sexual, and neglect.

Background Checks

All employees and volunteers must complete a criminal history background check and check against the Indiana Sex and Violent Offender Registry before engaging with minors or vulnerable adults. The Director of Administrative Services will coordinate this process and determine the suitability of staff to work with youth based on state and insurance requirements.

Code of Conduct

All staff and volunteers must adhere to a professional code of conduct prohibiting inappropriate or abusive behavior. This includes guidance on proper communication, appropriate physical interaction, and maintaining professional boundaries.

Prohibition of One-on-One Contact

Staff and volunteers should avoid situations where they are alone with a child or vulnerable adult. Interactions should take place in observable and interruptible settings. Exceptions must be documented and reported to supervisors.

Prohibited Conduct

Employees and volunteers may not engage in any conduct that can be construed as abuse, grooming, or inappropriate behavior. Examples include but are not limited to physical abuse, sexual contact, suggestive communication, verbal harassment, or neglectful supervision. Failure to comply may result in disciplinary action or legal referral.

Reporting Procedures

All suspicions or allegations of abuse must be reported immediately to the department director or designated liaison. If a criminal act is suspected, the Bedford Police Department or Indiana Department of Child Services must also be contacted. Reports should include names, dates, and descriptions of the incident. Reports will be handled confidentially.

Protection Against Retaliation

Employees who report abuse in good faith are protected against retaliation. Any attempt to intimidate or retaliate against a reporter will result in disciplinary action.

Staff Training

All employees and volunteers will receive training on identifying, preventing, and reporting abuse. This training will be mandatory and will be documented by the department.

Policy Acknowledgment

All staff and volunteers must sign an acknowledgment form confirming they have read, understood, and agree to comply with the Abuse and Molestation Risk Management Policy before beginning work.

City of Bedford Parks Department Abuse & Molestation Risk Management Policy Acknowledgment Form

I acknowledge that I have received, read, and understood the City of Bedford Parks Department's Abuse and Molestation Risk Management Policy.

I agree to:

- Abide by all expectations outlined in the policy.
- Complete all required background checks and training.
- Immediately report any suspected abuse, neglect, or policy violation.
- Act in the best interest of children and vulnerable adults at all times.

I understand that failure to follow the policy may result in disciplinary action up to and including termination, and possible referral to law enforcement.

Employee Name (Print): _____

Employee Signature: _____

Date: _____

Supervisor/Liaison Name: _____

Signature (verifying receipt): _____

City of Bedford Parks Department Incident Reporting Form – Suspected Abuse or Molestation

This form is to be completed by any employee, volunteer, or contractor who observes or suspects abuse, neglect, or inappropriate conduct involving a child or vulnerable adult. Submit this form to your immediate supervisor or the designated departmental liaison officer **as soon as possible** following the incident.

SECTION 1: Reporter Information

- Name of person reporting the incident:
- Position/Title:
- Phone Number:
- Date of report submission:

SECTION 2: Victim Information

- Name of child/vulnerable adult:
- Age (if known):
- Parent/Guardian (if applicable):

SECTION 3: Incident Details

- Date of incident:
- Time of incident:
- Location of incident:
- Name(s) of individual(s) involved in the suspected abuse or misconduct:
- Witness(es) (if any):
- Describe the incident in detail (what happened, what you observed, any physical or verbal indicators, etc.):

SECTION 4: Action Taken

- Was the incident reported to a supervisor or liaison officer? ☐ Yes ☐ No If yes, provide name and title: _____
- Was law enforcement or Child Protective Services notified? ☐ Yes ☐ No
- If yes, agency name: _____
- Contact person (if known): _____
- Date and time of report: _____

SECTION 5: Signature

- Signature of person completing report: _____
- Date: _____

Jimmy Jones, Park Director, this is a policy that we are asking for approval. It's just to let the public know that our staff will have training on this topic for our events and things we do that involve kids.

Angie Sanders, Board President, do we have a motion to approve the policy?

A motion was made by Larry Arnold, Board Secretary, seconded by Barb Miller, Board Member, to approve the City of Bedford, Indiana Parks Department Abuse and Molestation Risk Management Policy. All were in favor.

Angie Sanders, Board president, Park Director Report...

Jimmy Jones, Park Director, the guys did some repairs to the benches in the park system. We have several throughout the parks and they need some repairs to the boards and stuff. They mulched all the playgrounds. We removed 4 to 5 trees from the golf course. Then we have a company coming in this Thursday to remove some of the stumps from those trees. The stump removal is being paid for by the Bedford Recreation Foundation, so I want to thank them, for that. It's getting into the later part of the year, but we are still very busy doing other things so that's a big help. Then we will be winterizing the outdoor facilities in the next few weeks.

We and the Marathon on Oct 4th. I want to start by thanking all of you for volunteering. Then I also want to thank all the sponsors and volunteers that helped make that day happen. Holly from the radio station and her staff and all the dept heads and staff throughout the city. Without all of your help we wouldn't be able to put on this event. I would like to thank everyone that was involved in making the Marathon what it is. This coming Friday we will be recognizing the school challenge winners. We make it a competition for the schools, and it gives them something to work towards throughout the year. Parkview was our winner for this year.

Angie Sanders, Board President, Recreation Director Report...

Isaiah Moore, Recreation Director, so we have been very busy. We had our 19th Annual Car Show event with WQRK. We had 46 total cars that came through plus a lot of foot traffic that day. We had a 12 team cornhole tournament that day as well. It was a great day and again I want to thank WQRK for helping that day and Pili's Party Taco bus and Brown Bag BBQ for setting up with us that day. Plus, all of our prize sponsors. Then we had our Outdoor Series for September. It was Fall Gardening and Soil Health put on by Lawrence County Soil and Water. It was by far our biggest series event this year; there were 26 people that showed up for that, and they are looking forward to doing that same topic again next year.

We had our Marathon and ended up with 414 runners. Big thanks to our sponsors. We had McIntyre Brothers as our Title Sponsor, Bedford Federal as our Expo Sponsor and then Parker Group as our volunteer sponsor. 2026 registration will open on Nov 1st and the date of our race of next year is October 3rd, 2026.

Last week we had a day trip to the Covered Bridge Festival. We had 8 total people for that trip, and our next one will be on November 15th. We are going to the Ferdinand Christkindl Market and everyone that went last year to that one really enjoyed it. It will be \$15 per person. We will be leaving that morning at 8am and returning to come home at 2:30pm. Please register by Nov 12th. We had Fall Fun Day as well last week. The estimate of 250-300 people come through. We have 10-15 different vendors setup. They had some crafts and fun things for the kids to do during Fall Break. We are very thankful to everyone who made that possible and I want to thank Bedford Federal for sponsoring the lunch we provided free to all. This Saturday we have our Pickleball Tournament. We have women's, men's and co-ed. They are split into 3 separate skill divisions, and we are giving prizes to all the winners. The deadline is actually tomorrow. This is the second tournament we have put on, and we are just trying to improve it every year. We have winter league signups starting. The deadline will be November 19th for that. We will have Basketball, Volleyball and Pickleball. They are each 10 game schedules. We have Basketball and Volleyball at \$150 and pickleball is \$50. Volleyball will be women's and co-ed and then pickleball will be men's, women's, and co-ed. They will all be on Wednesday night, other than the co-ed volleyball will be on Monday nights. Then as Jimmy said our outdoor parks will be closing down on November 1st. Garden Park and many of the outdoor restrooms throughout the parks will be closed. We are starting Letters from Santa on November 7th.

Angie Sanders, Board President, is there any new business?

Larry Arnold, Board Secretary, I have a question. Have we got anyone in mind for the golf course?

Jimmy Jones, Park Director, yes actually Denise from HR and I are working on the job description, and we are going to try to post it sometime next week.

Larry Arnold, Board Secretary, ok thank you.

Angie Sanders, Board President, any new business? Seeing none, we are adjourned.

Angie Sanders, Board President

Trevor Rynders, Board Vice-President

Larry Arnold, Board Secretary

Jo Underwood, Board Member

Barb Miller, Board Member