

## **St. Andrew's Parish Parks and Playground Commission**

January 2011 Meeting Minutes

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**Present:** Mike Eykyn, John Johnston, Susan Mayo, Ron Bailey, Kevin Walsh, Frank Stefan

**Call to Order:** Mr. Eykyn called the meeting to order at 7:08pm.

**Invocation and Pledge of Allegiance to the Flag:** Mr. Johnston led the Commission in prayer and the pledge of Allegiance to the Flag.

### **Public Comment**

*West Ashley Youth Sports MOU:* There was a misunderstanding regarding how registrations were going to be handled for spring sports. The St. Andrew's staff was under the impression that it would be using RecTrak for soccer registration and eTrak for baseball, softball, and track registrations. It was the City of Charleston's understanding that St. Andrew's would only be monitoring how the system was used for soccer registrations and would determine if they wanted to you RecTrak for all future sports registrations. The MOU that was sent to City of Charleston in October 2010 has not been signed, so WAYS is operating without an agreement. Due to each department using different pieces of software for registration, soccer participants have to register with the city, and baseball, softball and track participants must register at a St. Andrew's facility.

Ms. Yarbrough from the City of Charleston Recreation Department really would like to get past this "hic-up" and continue the relationships. She would like to sit down and talk about how to move forward with the relationship. The WAYS partnership has been good for the West Ashley community.

Mr. Walsh feels that he needs to be able to fully use the software to be able to truly evaluate what the system can do, not just monitor it.

Mr. Eykyn wants all participants in the WAYS program to be able to register for any of the programs at both City of Charleston Recreation Department site and St. Andrew's Parks and Playground sites.

**Approval of the December 9th, 2010 Minutes:** Mr. Bailey made a motion to approve the minutes, which was seconded by Mr. Johnson. Motion carried unanimously.

**Approval of the November and December 2010 Financial Reports and Summary Balance Sheet:** Mr. Johnson made a motion to approve the reports, which was seconded by Mr. Bailey. Motion carried unanimously.

**Executive Director's Report:** eTrak received it first check from Goose Creek for \$4,000. Madison Beach, CT has committed to using eTrak \$25,000 over 5 years). Lillington, NC has also committed. eTrak is now trying to pick up Clayton County, GA (\$125,000 over five years). A PARC application has been submitted for \$4,000+ to build a playground at Dogwood Park.

**General Manager's Report:** It's the busy season and everyone is on their New Year's resolution. As of the 20<sup>th</sup> of the month, memberships were behind last year's numbers, but the last few days have been very busy. Three AC units at FFP were stolen on January 1<sup>st</sup> when the facility was closed. Eighty-nine other units had also been stolen in the area. All reports have been submitted to insurance. The three units were replaced for \$8,400. Since the theft, Coastal Burglar Alarm has installed a motion sensing security system that encompasses the area in the back of the building that houses six AC units.

### **Unfinished Business**

*Annexations Update:* 2228 Forest Lakes Blvd. (.41 acres), 1790 Brockington Ave. (.13 acres).

*St. Andrew's Park at Hunt Club:*

*Capital Improvements Plan:* The floors at the administration building have been finished.

Floors at Dogwood Park have also been finished. Next on the list is to build a restroom facility at Dogwood Park. Mr. Walsh is looking for a contractor to do the restrooms. We have received the funding for this year's loans.

### **New Business**

*Commission Policy Review:* Section 4, Policy 19 - Commissioner Travel Policy

Mr. Walsh passed out a revised edition of this policy. Mr. Johnston made a motion to approve the changes dealing with gas cards and such and to eliminate the new changes at the bottom of the policy. Second from Ms. Mayo. Motion carried unanimously.

*FY 2011/12 Budgets:* Mr. Walsh passed out copies of the three proposed budgets for the FY 2011/12 and has asked the Commission to review each of them.

**Adjournment:** The Commission adjourned unanimously at 8:57pm.