

St. Andrew's Parish Parks & Playground Commission

Commission Meeting Minutes

April 24th, 2008

Page 1 of 2

Present: Jeff Gladwell, John Johnston, Mike Eykyn, Ron Bailey, Kevin Walsh, Frank Stefan, Ron Koch, and Maggie McCann

Call to Order: Mr. Gladwell call the meeting to order at 7:03pm.

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

Approval of the March 27th, 2008 Commission Meeting minutes: Mr. Johnston made a motion to approve which was seconded by Mr. Eykyn. Motion carried unanimously.

Approval of the March Financial Reports and Summary Balance Sheet: Mr. Eykyn made a motion to approve which was seconded by Mr. Johnston. Motion carried unanimously.

Executive Director's Report: Mr. Walsh introduced the new Human Resources Director, Maggie McCann. Ms. McCann moved to Charleston in 2005 from Vermont, and is a graduate of St. Michael's College. Mr. Gladwell welcomed her and let her know if there is anything the Commission can do for her, just let them know.

Deputy Director's Report: Mr. Koch stated that the old dump truck will be sold through state surplus. Anything purchased through the state bid needs to be resold through state surplus.

General Manager's Report: Mr. Stefan invited everyone to the Health Fair which will be held on Saturday, April 16th from 10:00am – 1:00pm. He also informed the Commission of the indecent exposure incident that occurred in the pool. A police report was filed due to the incident and his mother has been notified that he is not to return to the facility. The offender is under the care of his mother due to his mental condition.

Department Proposals

\$99 Student Special: Mr. Stefan, on behalf of the Marketing Department, proposed to offer full time students a three month membership for \$99 beginning on May 1st. Mr. Johnston made a motion to accept the proposal with the addition that students must have a current valid school ID. The motion was seconded by Mr. Bailey and then carried unanimously.

The Feel Better Guarantee: Also on behalf of the Marketing Department, Mr. Stefan proposed to offer new members in May and June free enrollment and a free month added to his/her membership if they work out and average of three times during the first month

The Feel Better Guarantee: (Continued)

of the membership. If at the end of the first month the new member has worked out twelve times, and does not feel better, St. Andrew's Family Fitness Plus will refund 100% of his/her money. Mr. Bailey made a motion to approve the promotion which was seconded by Mr. Eykyn. Motion carried unanimously.

Unfinished Business

Annexations: Vacant parcel on Orange Branch Road (4.34 acres), 2006 Bayhill Road (.3 acres), vacant parcel on Bolton Road (.82 acres).

St. Andrew's Park at Hunt Club: The plat is in the process of being approved. The new entrance road will need a name. Mr. Koch walked the property with Rob Gardner from General Engineering Labs, who is conducting the environmental impact study.

10 Year Plan: No update at this time.

Greenbelt Funds: A check was sent to Dorothy Meyer for the taxes. She sent a thank you letter. There are \$2,300 in fees for the environmental impact study and \$1,500 for the termite bond that Mr. Walsh requested to pay for out of the City Capital fund created from PSD annexation reimbursements. Mr. Bailey made a motion to approve which was seconded by Mr. Eykyn. Motion carried unanimously.

Recreation Land Trails Grant (RLTG): The grant proposal is being reviewed and Mr. Koch is waiting to hear the results.

FY 2008-09 Budget: The budget calendar is in Mr. Walsh's report. The finance committee meeting is scheduled for May 15th, 2008.

New Business

Policy Review:

Section 6, Policy 2: Volunteers and Section 6, Policy 3: Contractors – Mr. Bailey made a motion to approve Section 6, Policy 2: Volunteers, which was seconded by Mr. Eykyn. Discussion followed regarding the reduction of consecutive seasons. This discussion pertained equally to both policies. Mr. Johnston made a motion to amend the motion to include both policies and that both policies will read that criminal background checks will be conducted on an annual basis, regardless of how many consecutive seasons are served. Mr. Bailey seconded the motion which was carried unanimously.

Conferences: The NRPA National Congress is being held October 14-18th, 2008, and housing will be opening very soon. The SCRPA State Conference will be held September 7-9, 2008 in Greenville, and housing is now open. Mr. Walsh asked that any Commissioner interested in attending let him know as soon as possible.

Adjournment: The Commission adjourned unanimously at 7:59pm.