

St. Andrew's Parish Parks & Playground Commission

Commission Meeting Minutes

August 28, 2008

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Present: Mike Eykyn, Ron Bailey, John Johnston, Jeff Gladwell, Carol Etheridge, Kevin Walsh, Ron Koch, 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.

Approval of the July 24th, 2008 meeting minutes: Motion to approve made by Mr. Johnston. Second from Mr. Bailey. Motion carried unanimously.

Approval of the July 2008 Financial Reports and Summary Balance Sheet: Motion to approve made by Mr. Bailey. Second from Mr. Johnston. Motion carried unanimously.

Executive Director's Report: Mr. Walsh reported the tax collections for the last fiscal year was \$102,000 in excess of budget. He attended the Mended Hearts Association meeting where an AED machine was presented to the St. Andrew's Family Fitness Plus Aquatics Department. A thank you letter has been prepared which will be sent with one week passes. The First Assembly of God sent a thank you letter for the use of Ponderosa Park for two community outreaches. Charleston County council announced two open positions for the Commission; Ms. Etheridge's and Mr. Gladwell's positions.

Deputy Director's Report: Mr. Koch stated St. Andrew's Parks and Playground did not win agency of the year from SCRPA. Since Ms. Richardson has moved over to the fitness center, he has been working on financial matters, especially stale and NSF checks.

General Manager's Report: Mr. Stefan stated that two AC units have had to be replaced since the beginning of the new fiscal year. Each unit was \$3,200. St. Andrew's Family Fitness has started a water polo program on Wednesday nights from 7:15-9:15.

Department Proposals:

Three Day Blitz: On behalf of the Marketing Department, Mr. Stefan proposed to run a three day membership blitz, September 4-6. All enrollment fees would be waived and new 12 month memberships would get \$12 off while 24 month membership would get \$24 dollars off. Twelve month members would also receive one free month and 24 month memberships would receive two free months. Blitz advertising will be in print, including the sticky note on the front page of the Post & Courier, as well as radio advertising. Mr. Gladwell made a motion to approve which was seconded by Mr. Bailey. Motion carried unanimously.

Unfinished Business:

Annexations: No report was received.

St. Andrew's Park at Hunt Club: Will Connor reported that the work was approved by the planning department. Russ Nester has to sign an Affidavit of Ownership of the park.

Capital Improvements: Mr. Jonas is back to work on the new concession stand, and will then move to the fence project.

Capital Plan: Mr. Walsh presented the Commission with the Capital Funding Plan for FY 2008-09. A small change was made; instead of purchasing a new agency vehicle, Mr. Walsh proposed a \$600 car allowance instead because he can not have two cars at his residence. The agency vehicle costs the agency \$632.72 per month. This would save St. Andrew's \$32.72 per month. Mr. Gladwell proposed to give Mr. Walsh \$650 per month which was seconded by Mr. Bailey. Motion carried unanimously.

Dogwood Park: There will be a September 16th Community Meeting held at the park to get input and feedback from the community. A flyer for the meeting is being drafted.

Racquetball Court Floors: Mr. Koch is checking with NBSC for funding of the floor replacement. NBSC wants St. Andrew's to open an account with them and move all of the banking with them. Mr. Bailey made a motion to give the chair authority to approve a loan that is in the best interest of the project. Second from Mr. Johnston. Motion carried unanimously.

New Business

Policy Review: None

Charleston United Soccer Club: The club voted to disband, and let St. Andrew's run its club teams. Ms. Ebaugh will administer the program. The club will handle all financial responsibilities this year since the players have already paid the club.

Hazard Mitigation Resolution: Mr. Johnston made a motion to adopt the resolution which was seconded by Mr. Bailey. Motion carried unanimously.

Personnel Changes: Mr. Walsh presented the Commission with a plan for personnel changes and requested to go into executive session. Mr. Johnston made a motion at 8:07pm to approve the executive session request which was seconded by Mr. Gladwell. Motion carried unanimously. Out of executive session at 8:49pm. Mr. Johnston made a motion to approve the proposed personnel changes which was seconded by Mr. Bailey. Motion carried unanimously.

Mr. Eykyn received a letter from a parent whose child was in the St. Andrew's Summer Camp program. It went on to say how great the program is and the wonderful job that Ms. Heath and her staff did.

A letter was also received regarding the Cal Ripken Baseball tournament held at St. Andrew's, stating that it was a great tournament, the umpires were fair and they were treated with hospitality and respect.

Adjournment: The Commission adjourned unanimously at 8:55pm.