

St. Andrew's Parish Parks and Playground Commission

Commission Meeting Minutes

January 26th, 2006

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Present: Jeff Gladwell, John Johnston, Mike Eykyn, Carol Etheridge, Kevin Walsh, Ron Koch, Frank Stefan, and Mark Spinn.

Invocation and Pledge of Allegiance: Mr. Gladwell called the meeting to order at 7:05 pm. and Ms. Etheridge led the Commission in prayer and the Pledge of Allegiance.

Approval of the December 15th, 2005 Minutes: Ms. Etheridge made a motion to approve. Second from Mr. Eykyn. Motion passed unanimously.

Approval of the December 2005 Financial Reports and Summary Balance Sheets: Mr. Johnston made a motion to approve. Second from Mr. Eykyn. Motion approved unanimously.

Audit Report: Mr. Gladwell introduced Danny Quirk from Wilson and Quirk. Mr. Quirk thanked the Commission for the opportunity to work with and serve St. Andrew's Parish Parks and Playground Commission. He stated that the staff is very cooperative and easy to work with. Mr. Quirk then reviewed the audit report and basic financial statement for the fiscal year ending June 30th, 2005, which was prepared according to GASB34. He then proceeded to give an overview of the management letter. Mr. Quirk commended the staff and stated that all of the issues from the previous year's management letter have been taken care of. When Mr. Quirk finished his overview, Mr. Gladwell thanked him for his services.

New Staff: Mr. Koch introduced Elizabeth Noffke who is the new Aquatics Supervisor for St. Andrew's Parks & Playground. Ms. Noffke stated that she is from Illinois and has been in aquatics most of her life. She attended Southern Illinois University and worked for campus recreation in aquatics. After college, she continued working in aquatics at a naval base in Japan. She also has family in Pawley's Island.

Executive Director's Report: Mr. Walsh stated that Parks and Playground tried something different this year to get the word out about spring sports registration. A Valpak flier went out to the residents in West Ashley, letting them know they had a choice of where they could play. P&P did \$3,500 the first day of registration and has been steady ever since.

Deputy Director's Report: Mr. Koch stated that St. Andrew's has been asked to host the SCRPA Aquatics Branch Lifeguard Competition on April 23rd. In an effort to get more team to participate, SAFFP will be kept open so participants have a place to stay the night.

General Manager's Report: Mr. Stefan shared the Sales Makers totals with the Commission, which is normally provided in their packets, but there was a problem with some of the formulas in the spread sheet, so it did not meet the deadline to be included in the packet. The formula problem has been taken care of and should not happen in the future.

Department Proposals

We Pay You to Join! Promotion: Mr. Spinn proposed for February and March to promote FFP in an unusual manner. Instead of charging an enrollment fee, SAFFP will pay the new member to join. New members who purchase a 12 month debit membership will be paid \$12 to join, and those who purchase 2 year debit membership will receive \$24 to join. This joining fee will be paid in one of three ways: 1.) cash in hand, 2.) take \$1 off of the month fee, or 3.) take the amount off of the first debit. This promotion is for new 12 and 24 month debit plans only. Paid in full memberships will be charged the regular enrollment fees. Mr. Eykyn made a motion to approve the proposal, which was seconded by Ms. Etheridge. Motion carried unanimously.

Unfinished Business

Annexations: 2861 Doncaster Drive (.35 acres), 1951 Dulsey Road (1.63 acres), 1706 Jessamine (.18 acres), Hughes Road (8.1 acres), and Parsonage Road (.98 acres)

501(c)3 – Still being worked on.

Man of War: Said they wouldn't be back until April. Mr. Koch let them know that there may not be lanes available at that time.

FFP Pool Renovation: Cullum is supposed to be working on the dehumidification system but no one has shown up yet. Mr. Koch stated that he was told the system would be finished by the end of January. The duct work is not down at this time. The UV system is in and working and the staff will be going through training tomorrow on how to use the system. Drawings of the family changing rooms were presented to Mr. Walsh by Liollo Architecture. Revisions are being done and should be ready next week.

Loyalty Discount: In response to Janet Fincannon's request for FFP to give long time members a "loyalty" discount, Mr. Stefan proposed to give those members who have been a member for five (5) consecutive years a 5% discount on their memberships. Those who have been a member for 10 or more years will receive a 10% discount. The loyalty discount may not be used in conjunction with any other type of discount (PSD, corporate). Mr. Johnston made a motion to approve which was seconded by Mr. Eykyn. Motion carried unanimously.

Hall of Fame: Mr. Walsh presented the initial draft to the Commission. The Commission will review it for discussion at the next meeting.

New Business

FY 06-07 Budget: Mr. Walsh presented a copy of the proposed budget for the upcoming fiscal year. Commissioners are asked to review the proposed budget for the next meeting and address questions and concerns so changes can be made before the budget review meetings with directors on February 21st and 23rd.

Policy Manual Revisions:

Section 4, Policy 14: Retirement Programs. A motion to accept the policy revision was made by Mr. Johnston. Second from Mr. Eykyn. Motion carried unanimously.

Adjourn: Ms. Etheridge made a motion to adjourn at 8:54 pm., which was seconded by Mr. Eykyn. Motion carried unanimously.