

St. Andrew's Parish Parks and Playground Commission

Commission Meeting Minutes

June 15, 2006

Present: Jeff Gladwell, John B. Johnston III, Mike Eykyn, Ron Bailey, Carol Etheridge, Kevin Walsh, Ron Koch, Tim Orvin, Hollie Keith, Kate Horton, and Mr. Lee Edwards from the St. Andrew's PSD Commission.

Mr. Gladwell called the meeting to order at 7:00 pm and the Commission and staff were led by Mr. Johnston in the Invocation and the Pledge of Allegiance.

Approval of the April 20, 2006 minutes: Mr. Eykyn made a motion to approve the minutes, seconded by Mr. Johnston, motion carried.

Approval of the April and May Financial Reports and Summary Balance Sheet: Mr. Bailey made a motion to approve the financial reports; motion was seconded by Ms. Etheridge. Mr. Johnston asked about the bank charges and that the total numbers of memberships are down for the month. Mr. Walsh pointed out that the memberships are ahead of the year to date estimation. Motion carried.

Executive Director's Report: Mr. Walsh informed the Commission that the SC Retirement raised its rates again. For employees it will be 6.5% and the employers share went from 7.55 to 8.05%. Mr. Walsh explained that this will have an impact on the budget, but that we were aware of it during budget planning. Mr. Gladwell and Mr. Walsh informed the Commission about a meeting they had with the developer and president of the homeowners association of the Hunt Club. There are approximately 180 acres of open space that the Hunt Club is willing to lease to St. Andrew's for use as a passive park. Mr. Walsh has drawn up a draft lease agreement. A motion was made by Mr. Johnston to name the new park the St. Andrew's Park at the Hunt Club, motion was seconded by Mr. Eykyn, motion carried. There were questions and concerns from the comments that were made by Tom O'Rourke, the SCRPA President regarding NRPA pulling out of the Southern Region. Mr. Johnston explained that the direction NRPA was taking will have some major impacts in the coming years. Mr. Johnston asked Mr. Walsh to expand on the new accounting system, Red Wing/Turning Point. Mr. Walsh stated that the system is more of a true accounting system than Quick Books

Deputy Director's Report: Mr. Koch reported that he had nothing to add to his Commission report.

General Managers Report: As the General Manager, Frank Stefan was not in attendance; his report was given by Kate Horton, Membership Consultant. Copies of the Sales Makers totals were given out and reviewed by the Commission. Ms. Horton noted that there had been a number of new memberships from those who belonged to Lifequest in particular for the swimming pool. Mr. Gladwell asked about the new Gold's Gym that was going into the old Lifequest gym.

Copies of an informational handout were given to the Commission. There was discussion that the handout needed to have the St. Andrew's name and logo on it. It was very good information and the agreement of the Commission was that St. Andrew's Family Fitness

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Plus take credit for a well done job. Ms. Horton mentioned that they are currently using the handout and are getting positive results back.

Hollie Keith, the new Membership Consultant was introduced to the Commission.

Department Proposals: Travel Baseball Program – a proposal was presented to the Commission regarding travel baseball. Mr. Orvin said that this was the best time to begin looking into travel ball and to make sure the program is done correctly. The travel baseball program will begin this fall with 13 & under being the first team. In the future other teams would be added. Mr. Gladwell stated that no tax dollars would be used for travel programs. All expenses would be covered by sponsorships, booster clubs or parents. An advisory council would be formed from parents and staff, which would establish bylaws and make sure they are met. Mr. Eykyn asked if we could host a tournament. Mr. Orvin stated that we would need two fields and that it would be hard to host one unless it was a local tournament for 9 & 10 yr olds. Mr. Orvin stated that our kids are already playing travel baseball and we need to get on board now. A motion was made by Mike Eykyn to accept the proposal as presented by staff, seconded by Ron Bailey, motion carried.

Unfinished Business:

Annexations Update: There were a number of annexations for the previous two months. Mr. Walsh stated that St. Andrew's is supposed to be notified of the annexations before the property is annexed and that it is not happening. Mr. Gladwell asked Mr. Edwards if they were getting notifications prior to the property being annexed and they were not. Mr. Edwards did mention that the James Island area was taking a big hit at this time. Mr. Gladwell stated that the only way to get the city's attention was through legal action. He did ask Mr. Edwards if both Commissions could work jointly.

501 (C)-3 Non-Profit Status: Mr. Walsh informed the Commission that there was nothing new to report.

Pool Renovations: Mr. Koch reported he had met with Jeffrey Brown and that Mr. Brown was working on the project. There was concern that if the pool was jack hammered up that it might crack the pool liner. Because of this concern, Mr. Koch would rather have a professional contractor be responsible instead of our staff.

Hall of Fame: Kevin Walsh had received a phone call from Bill Henley with the Post & Courier wanting more information for a story. The deadline for nominations is October 1, 2006 with the banquet and induction in December.

FY 06-07 Budget: The 2006/2007 budget was approved by the County Council as presented.

Capital Improvements: Mr. Walsh explained to the Commission that St. Andrew's was following the long range Strategic Plan. One of the items on the list is a new mower, funds are available and a new Toro lawn mower was purchased for \$14,000. Mr. Walsh

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asked that the Greenbax's loan be paid off in June. To date \$10,000 has been paid to Greenbax's with the additional two payments of \$13,000 each scheduled for 2007 and 2008. Mr. Walsh stated that we have the money now and that St. Andrew's would be in good standing with Piggly Wiggly. Ron Bailey made a motion to pay the total amount, \$26,000, to Greenbax, seconded by Mike Eykyn, motions carried.

Ponderosa Playground: Mr. Koch informed the Commission the playground equipment that the community had selected had been ordered as well as the ground cover material. The entire project would be completed before the end of the fiscal year.

New Business:

Commission Policy Review: The Risk Management policy was presented to the Commission for approval. This policy had not been written but St. Andrew's had been following it. This policy is required with National Accreditation. A motion was made by Ron Bailey, seconded by John Johnston, motion carried. Ms. Etheridge did have a concern in regards to the wording in the Risk Management Policy, i.e. permanent should be changed to regular employee. A motion was made by John Johnston to make the change to the policy and to do a search of all policies and change any wording referring to "permanent" to "regular" employee, motion seconded by Ron Bailey, motion carried. Mr. Walsh will report on any additional references found.

Election of Officers:

Chairman – nomination of Jeff Gladwell by Mike Eykyn. Seconded by John Johnston, motion carried.

Vice-Chairman - nomination of John B. Johnston III by Ron Bailey, seconded by Mike Eykyn, motion carried.

Secretary/Treasurer – nomination of Mike Eykyn by John Johnston, seconded by Ron Bailey, motion carried.

State and National Conferences: Mr. Walsh indicated the SCRPA state conference will be held September 10 to 12 in Myrtle Beach and the NRPA National Congress will be held in Seattle, October 10 -14. If any Commissioner is interested in attending we need to start making reservations. Mr. Gladwell and Mike Eykyn are scheduled to attend the congress in Seattle.

Mr. Gladwell mentioned to the Commission that he would be running for a position on the PSD Commission. If he is successful he would resign his position on the St. Andrew's Parish Parks and Playground Commission.

Adjournment: Being no further business a motion was made by John Johnston to adjourn the meeting, seconded by Ron Bailey. Motion carried and the Commission meeting ended at 8:30 p.m.