

# St. Andrew's Parish Parks and Playground Commission

## Commission Meeting Minutes

April 20<sup>th</sup>, 2006

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

Call to Order: Mr. Gladwell called the meeting to order at 7:20 p.m.

Invocation and Pledge of Allegiance: Mr. Bailey led the Commission in prayer and the Pledge of Allegiance.

**Approval of the March 15<sup>th</sup>, 2006 Minutes:** Mr. Johnston made a motion to approve the March 5<sup>th</sup>, 2006 minutes which was seconded by Mr. Eykyn. Motion passed unanimously.

**Approval of the March 2006 Financial Reports and Summary Balance Sheets:** Mr. Bailey made a motion to approve. Second from Mr. Johnston. Motion approved unanimously.

**Executive Director's Report:** Mr. Walsh stated that the finances for parks and playground look good and he would like to purchase the new HR system for \$7,000 so that it will be up and operational by July 1<sup>st</sup>. The new software is geared toward government agencies. He also reported that an additional full-time position was added to St. Andrew's Family Fitness Plus. Wendy Debona will become a third sales person, with other duties and we are in the process of hiring an Assistant General Manager, which is formerly the Member Services Director position.

Mr. Johnston congratulated Kevin on receiving the Coca-Cola sponsorship. Mr. Walsh stated that they also received a \$1,000 grant from the Cooper River Bridge Run to be used for the youth track and field program.

Parks & Playground is looking to make improvements at Ponderosa Park.

Mr. Walsh also met with the principal at C.E. Williams in regards to the availability and possible development of a long term use agreement with the school.

Mr. Walsh reported that he had received a request from Dr. Helen Ross to reimburse her for half of the cost of removing asbestos from the building she purchased from us three years ago. The Commission agreed that we had no knowledge of asbestos at the time of the sale. We also agreed that this would not have been a problem if Dr. Ross had not decided to expand the building. Therefore, the Commission agreed not to reimburse Dr. Ross for any amount.

**Deputy Director's Report:** Mr. Koch had nothing to add to his report, but would share an FFP pool renovation update later in the meeting.

**General Manager's Report:** Mr. Stefan updated the Commission on the events and recent closings of a couple of health clubs in West Ashley (Ultimate Family Fitness and LifeQuest).

### **Department Proposals**

*Roper Advantage Program:* Mr. Stefan proposed to allow Roper Advantage members to participate in the 8:30 a.m. water aerobics class or the 9:00 a.m. Functional Fitness class for \$5.00 per visit. These members would not be able to use any other part of the facility with the \$5.00 fee. The Roper Advantage Program was previously being run at LifeQuest for \$3.00 per visit, but they have recently closed down. After discussion, Ms. Etheridge motioned to accept the proposal for a six month period,

at which time it would be evaluated to make sure it is in the best interest in SAFFPP and the Roper Advantage Program to continue. Second from Mr. Eykyn. Motion carried unanimously.

### **Unfinished Business**

*Annexations:* 3639 Barton Street (.34 acres), 360 Curtiss Avenue (.24 acres), 2136 S. Dallerton Circle (.26 acres), 1881 Ivy Hall Road (.48 acres), 1832 Manigault Place (.23 acres), 222 Norris Avenue (.56 acres), 922 Happy Hollow Circle (.26 acres), 909 Trent Street (.26 acres), Bolton Road (235.33 acres), Savannah Highway (223 acres), 1450 Cecilia Drive (.32 acres), 845 Colony Drive (.32 acres), 28 Lindendale Avenue (.75 acres), 640 Lindendale Avenue (.30 acres), 200 Magnolia Road (.30 acres). 501(c)3 – No report.

*FFP Pool Renovation:* The new dehumidification system is up and running with the humidity set at 50% and the temperature set at 82 degrees. Mr. Koch met with Jeffrey Brown who will be the general contractor for the locker room project in the pool area. SAFFPP had some electrical problems in the pool area a couple weeks ago and was repaired by Wolff & Son Electric. Once the bill arrives, Mr. Koch will submit it to insurance.

*Hall of Fame:* The information is listed on the website. There was also an article run in the *Post & Courier* last week about the implementation of the hall of fame. The West Of interviewed Mr. Walsh and Mr. Gladwell about the new hall of fame, but no article has run as of yet. No applications have been received.

*FY 06-07 Budget:* The finance committee meeting is still tentatively scheduled for 4:00 p.m. on May 11<sup>th</sup>, and the public hearing on May 23<sup>rd</sup>. These are the two important meetings to attend.

### **New Business**

*Ponderosa Playground:* Mr. Koch and Mr. Walsh met with the Ponderosa community and showed them a number of different designs for an improved park and let them vote on which one they preferred. We are waiting for a price quote for the selected equipment. There is \$16,500 earmarked for this project.

*Employee Wellness Incentives:* Mr. Walsh proposed to adopt an employee wellness program which incorporates four points: 1) Any staff member that uses his/her break time to work out will be allowed 90 minutes. Salaried employees will not be expected to work to make up for the extra 30 minutes; 2) All staff members will be allowed to bring a guest with them to work out, free of charge (one person per day); 3) Employees who exercise at least three times per week for an entire month will be entered into a drawing for a gift valued at \$40 or more. A computerized attendance report must be submitted to the Administrative Assistant by the 7<sup>th</sup> day of the month to be eligible for the drawing and; 4) Employees who workout at least twice per week for six months will receive one paid shift (8 hours for full time employees). A computerized attendance report must be submitted to the HR Director by the 15<sup>th</sup> day of the month following the six consecutive months in order to be eligible for the paid shift.

#### *Commission Policy Review:*

Section 7, Policy 10: Fiscal Policy. A motion to accept the new policy was made by Mr. Johnston. Second from Mr. Bailey. Motion carried unanimously.

**Adjourn:** Mr. Johnston made a motion to adjourn at 8:13 p.m. Second from Mr. Eykyn. Motion carried unanimously.