

# St. Andrew's Parish Parks and Playground Commission

## Commission Meeting Minutes

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

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Present: Jeff Gladwell, John Johnston, Mike Eykyn, Kevin Walsh, Ron Koch, Frank Stefan, Erin Steiner

Call to Order: Mr. Gladwell called the meeting to order at 7:19 pm.

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

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

**Approval of the June 2006 Financial Reports and Summary Balance Sheets:** Mr. Johnston made a motion to approve. Second from Mr. Eykyn. Mr. Eykyn asked about the \$700 balance that was showing on the summary balance sheet from Wachovia. Mr. Walsh could not explain the accounting error, but confirmed that the bank account had been closed. Motion approved unanimously.

**Executive Director's Report:** Mr. Walsh received a request from the Charleston Unites Soccer Club to allow them to hang a 6' x 2' banner, which included their phone number, on the Playground Road fence advertising their registrations. The NRPA conference in Seattle, WA is coming up and Mr. Walsh handed out the registrations form. He asked for the Commissioners to let him know if they plan on attending. He also passed out the itinerary for flight to and from Seattle. The SCRPA State Conference is also coming up on September 10<sup>th</sup>. Deadline to register is August 10<sup>th</sup>. St. Andrew's will be submitting for a couple of awards.

**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 introduced Erin Steiner, the new Assistant General Manager at St. Andrew's Family Fitness Plus. She has a nutrition degree and a minor in Kinesiology from Penn State. Her experience includes personal training, sales, and sales management at Sport and Health in Virginia. The staff appreciation party for FFP employees will be held on August 26<sup>th</sup> at 5:30 pm.

### **Department Proposals**

**Sales Promotion:** Mr. Stefan proposed a sales promotion entitled "Back to School" where new members could join for \$9 enrollment on a single membership or \$18 on a family membership. Two year debit plans will continue with \$0 enrollment as usual. This promotion is designed to target moms who are sending kids back to school and will have more "free time" on their hands. Mr. Eykyn made a motion to approve the proposal which was seconded by Mr. Johnston. Motion carried unanimously.

### **Unfinished Business**

*Annexations:* 39 Avondale Ave. (.33 acres), 213 Hickory St. (.14 acres), 108 Live Oak Ave. (.13 acres), 303 Live Oak Ave. (.14 acres), 1417 Riverfront Dr. (.23 acres), 1881 Boone Hall Dr. (1.25 acres), 751 Longbranch Dr. (.27)

*501(c)3:* No report.

*FFP Pool Renovation:* Charles Bruce, a supervisor for Jeffrey Brown Construction, met with Mr. Koch on Tuesday. Accompanying Mr. Bruce was his bricklayer and electrician. They will still need to meet with a plumber. Mr. Koch is still waiting for prices to come to see if they can be approved. The prices may be in next week.

*Hall of Fame:* There was an article in the *Post & Courier* regarding the St. Andrew's Hall of Fame. Joe LaTore picked up an application. The deadline for applications is October 1, 2006.

*Ponderosa Playground:* The Ponderosa Project has been completed.

### **New Business**

*Policy Manual Revisions:*

Section 4, Policy 3: Vacation Time. A motion to accept the policy revision was made by Mr. Johnston. Second from Mr. Eykyn. Motion carried unanimously.

*Sports Potential:* Mr. Walsh attended a session in Denver called "Discover Your Sports Potential." This topic covered testing youth to match them with sports in which they would excel. Mr. Gladwell saw an article in the *New York Times* about a company called Sports Potential, Inc. that has this program. The staff does not want to franchise due to the \$9,000 investment and does not feel they would make it up in the fiscal year. SAP&P cannot get an exclusive deal to be the only department in the Charleston area to offer this service through Sports Potential, Inc., but they would like to develop a similar program its own.

*Next Commission Meeting:* The next Commission meeting will be pushed back one week to August 24<sup>th</sup>.

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