

St. Andrew's Parish Parks and Playground Commission

December 2010 Meeting Minutes

Page 1 of 2

Present: Mike Eykyn, John Johnston, Susan Mayo, Carol Etheridge, Kevin Walsh, Frank Stefan

Call to Order: Mr. Eykyn called the meeting to order at 7:04pm.

Invocation and Pledge of Allegiance to the Flag: Ms. Etheridge led the Commission in prayer and the Pledge of Allegiance to the Flag.

FY 2009 – 2010 Audit Report: Mr. Quirk shared the Auditor's Report for the fiscal year 2009-10; Statement of net assets, statement of activities, governmental funds balance sheet, statement of revenues/expenditures/and changes in fund balances, etc. He also went through the SAS 142 and SAS 115 letters. Mr. Quirk finished up with the Management Letter. Mr. Eykyn asked Mr. Quirk if he thought the audit was "picky". Mr. Quirk agreed that governmental audit standards required him to drill down deeper than is probably necessary.

Approval of the October 21st, 2010 Minutes: Mr. Johnston made a motion to approve the minutes, which was seconded by Ms. Mayo. Motion carried unanimously.

Approval of the October 2010 Financial Reports and Summary Balance Sheet: Ms. Etheridge made a motion to approve the financial reports, which was seconded by Ms. Mayo. Motion carried unanimously.

Executive Director's Report: Mr. Walsh shared preliminary reports for November. eTrak-Plus is getting ready to bill Livonia, MI \$12,000 for their initial payment. The third TAN was issued for \$100,000. Mr. Walsh stated that he would like to hire a Finance Director in lieu of hiring a new Deputy Director. Billy Klaus has been hired as an intern for the Athletic Department.

John Johnson made a motion to go into an executive session which was seconded by Ms. Mayo. Motion carried unanimously.

General Manager's Report: Mr. Stefan stated that Ms. Mason is recovering well from her surgery, and Ms. Westbrook is back working in the nursery.

Proposals

St. Andrew's Family Fitness Plus Membership Agreement: Mr. proposed to add a line to the back of the membership agreement that reads "In the event a family member becomes unable to use the facility due to a medical condition or move, with approval, management may adjust fees accordingly." Mr. Johnston made a motion to approve which was seconded by Ms. Mayo. Motion carried unanimously.

Unfinished Business

Annexations Update: 1704 Wappoo Drive (.11 acres), 1708 Wappoo Drive (.20 acres), 1712 Wappoo Drive (.26 acres), 1720 Wappoo Drive (.34 acres), 752 St. Andrew's Blvd. (.07 acres)

St. Andrew's Park at Hunt Club: The St. Andrew's Park Foundation met today and this project may be back on. The county has redesigned the entrance to the landfill, which would include access for fire trucks to get to the back of the fire station. Mr. Walsh believes St. Andrew's would have enough money to build a road to get from the new entrance road to the parking area.

Capital Improvements Plan: Mr. Walsh presented a financing resolution for two loans: \$40,000 @ 2.99% and \$125,000 at 3.05%. Mr. Johnson made a motion to approve the resolution. Second from Ms. Mayo. Motion carried unanimously.

NRPA National Congress: Mr. Eykyn would like for the Commissioners to think about creating a policy that states how many Commissioners can go to the conference each year, and how many times a Commissioner may go on his/her three year term.

West Ashley Youth Sports MOU: Mr. Walsh met with some employees from the City of Charleston to discuss the MOU. They discussed the use of software; the city is using RecTrac and St. Andrew's is using eTrak. They decided to use the organizations respective software based on who was administering the program side by side at all locations. All parties would review the benefits and decide how to best move forward upon review.

Hall of Fame: Joe Latorre and JoAnn Lee were both voted into the St. Andrew's Hall of Fame.

New Business

Commission Policy Review: None.

Adjournment: The Commission adjourned unanimously at 9:02pm.