

## **St. Andrew's Parish Parks and Playground Commission**

March 24<sup>th</sup>, 2011 Meeting Minutes

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

**Call to Order:** Mr. Eykyn called the meeting to order at 7:05pm.

**Invocation and Pledge of Allegiance to the Flag:** Mr. Johnston led the Commission in prayer and the pledge of Allegiance to the Flag.

**Approval of the February 24th, 2011 Minutes:** Mr. Johnston made a motion to approve the minutes, which was seconded by Ms. Etheridge. Motion carried unanimously.

**Approval of the February 2011 Financial Reports and Summary Balance Sheet:** Ms. Etheridge made a motion to approve the financial reports, which was seconded by Mr. Johnson. Motion carried unanimously.

**Executive Director's Report:** The New York State Recreation and Park Society conference is this weekend. Mr. Walsh and Jerry Plybon will be attending, representing eTrak-plus.

**General Manager's Report:** Matt Carroll resigned from his Member Services position at St. Andrew's Family Fitness for a full time job, managing the Lids store at Tanger Outlets.

### **Department Proposals**

*Summer Membership Special* – Mr. Stefan proposed to bring back the \$99 student summer special beginning May 1<sup>st</sup>. The special would also include employees of Charleston, Berkeley and Dorchester county school districts. Mr. Johnson made a motion to approve. Second from Ms. Etheridge. Motion carried unanimously. Mr. Stefan was encouraged to market this special directly to school district employees. Ms. Etheridge suggested adding a coupon to entice them to come in.

*Membership Revisions:* Mr. Stefan proposed to eliminate commission paid on renewal memberships, increase the commission paid on new memberships to 12% for part-time membership consultants and 15% for full-time membership consultants. Membership contracts will renew month to month after the initial term. Members will have to give a 30 day notice to cancel. Ms. Etheridge made a motion to approve, which was seconded by Mr. Johnston. Motion carried unanimously.

### **Unfinished Business**

*Annexations Update:* 206 Hickory Street (.14 acres), 332 Swift Avenue. December's tax collections for annexation reimbursement were \$122,000.

*St. Andrew's Park at Hunt Club:* No update.

*Capital Improvements Plan:* FFP has ordered four treadmills, a Jacob's Ladder, and is having an AC system installed in the cycling room and two racquetball courts. P&P is in the process of getting a generator for the server room. 10 people came out to the pre-bid meeting for the restrooms at Dogwood Park. Only three companies bid on the project. Ashley River Builders, LLC was the low bidder at \$24,219. Mr. Johnston made a motion to approve the bid. Second from Ms. Etheridge. Motion carried unanimously.

*West Ashley Sports MOU:* Mr. Walsh spoke with Ms. Yarbrough. The legal dept. at the City of Charleston wants to write up a new agreement with the appropriate changes made and new dates. They are in the process of drafting this new MOU.

*FY 2011/12 Budgets:* Schedule of meetings with County Council is in Mr. Walsh's reports. June 2<sup>nd</sup> is the first meeting.

**New Business**

*Commission Policy Review:* None.

**Adjournment:** The Commission adjourned unanimously at 7:53pm.