

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

May 26<sup>th</sup>, 2011 Meeting Minutes

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**Present:** Mike Eykyn, Ron Bailey, John Johnston, Kevin Walsh, Frank Stefan

**Call to Order:** Mr. Eykyn called the meeting to order at 7:35pm.

**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 April 28th, 2011 Minutes:** Mr. Bailey made a motion to approve the minutes, which was seconded by Mr. Johnston. Motion carried unanimously.

**Approval of the April 2011 Financial Reports and Summary Balance Sheet:** Mr. Johnston made a motion to approve the reports, which was seconded by Mr. Bailey. Motion carried unanimously.

**Executive Director's Report:** Mr. Walsh stated that there was an article about St. Andrew's Parks and Playground in the Recreation and Parks in South Carolina magazine.

**General Manager's Report:** Mr. Stefan reported that the court floor work is underway. The club ran into a problem with termites. The cement work will begin on Tuesday. The pool drains that were updated a couple of years ago were recalled, and Ms. Shuler is contacting Hayward for replacement drains. The new fitness equipment came in. The membership consultant search is going very slow. There is one potential candidate at the moment. Finally, Mr. Stefan stated that the Commission received a letter from Ms. Jennifer Stewart, 1950 Walker's Ferry Place, asking to be released from her membership due to unforeseen personal circumstances. Mr. Bailey made a motion to allow her to transfer the contract to another party and waive the transfer fee, which was seconded by Mr. Johnston. Motion carried unanimously.

### **Department Proposals - None**

#### **Unfinished Business**

*Annexations Update:* 353 Lynwood Drive (.27 acres)

*St. Andrew's Park at Hunt Club:* Mr. Walsh spoke to Lindsay Cooper, and Mr. Cooper will be sending a letter to Russ Nester to continue with the project or give back the monies already spent on the project.

*Capital Improvements Plan:* Mr. Jonas is supposed to get the permit for the restrooms at Dogwood Park.

*West Ashley Youth Sports MOU:* Signed, sealed and delivered. All staff utilizing computers connected to their RecTrac system had to sign a Network Access Agreement.

*FY 2011/12 Budgets:* The budget has been submitted to Charleston County Council and will be reviewed in June. The Finance Committee will be reviewing the budget on June 2<sup>nd</sup>. The public hearing will be June 7<sup>th</sup>.

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**New Business**

*Proposed Mission Statement:* “We enrich lives through parks, recreation and wellness.” Mr. Johnston made a motion to approve, which was seconded by Mr. Bailey. Motion carried unanimously.

*Proposed Line Transfer:* Mr. Walsh suggested transferring money from the City Annexation Capital Fund to pay for the purchase of eTrak-Plus (\$40,000). A motion to make the transfer made by Mr. Bailey, second from Mr. Johnston. Motion carried unanimously.

**Executive Session:** Mr. Bailey made a motion at 8:40pm to go into executive session to discuss potential contract negotiations, which was seconded by Mr. Johnston. Motion carried unanimously. The Commission came out of executive session at 9:46pm.

**Adjournment:** The Commission adjourned unanimously at 9:47pm.