

Central Carroll Recreation Council Board Meeting Minutes

Meeting Date: 13 November 2012
Meeting Time: 7:00 p.m.
Meeting Location: Mechanicsville Elementary School

Attendees:

Robert Freter	President	A
Sheldon Topolsky	Vice President	
Lona Greensfelder	Treasurer	
Jim Lane	Secretary	
Steve Krouse	Community Coordinator	
John Fitzgerald	Member At Large	A
Chris Johnson	Member At Large	
Eric Mersinger	Member At Large	
Dave Roth	Member At Large	
Tina Shupp	Dept. Recreation & Parks	
Dave Tartaglia	Finksburg Baseball Program Rep	
Scott Linton	Finksburg Softball Program Rep	

A: denotes absent

Agenda:

1. Meeting Called to Order
2. Introduction of Attendees
3. Review & Approval of Previous Meeting Minutes
4. President's Report
5. Community Coordinator's Report
6. Carroll County Department of Recreation Report
7. Treasurer's Report
8. Program Reports
9. Old Business
10. New Business
11. Open Forum (Comments, Questions & Concerns)
12. Announcement of the next Meeting
13. Adjournment

Meeting Notes:

Meeting Called to Order / Introduction of Attendees:

Meeting was called to order at 7:00 p.m.

3. **Review & Approval of Previous Meeting Minutes and Action Items:** Minutes from 9/11/12 Meeting were approved. Approved minutes will be sent to Ron Seibel for posting to the website. In addition, all open action items were reviewed and updated. Open action items will be carried forward until closed out.
4. **President's Report:** Not Reported.
5. **Community Coordinator's Report:** There have been complaints from the schools with regard to not being notified when practices are cancelled. Schools schedule maintenance personnel after hours to ensure facilities are open and closed properly but they are wasting money when practices are cancelled and the schools are not notified. Notification needs to be sent by noon on Friday to ensure that the information is received for weekend cancellations.

The County is planning on holding Concussion Management Training in the Spring as a follow-on to the workshop from last year. The County is interested in receiving feedback from last year's attendees. One

comment provided was for the company to provide less product/service marketing and focus on concussion management.

Carroll County Department of Recreation Report: Nothing Reported.

6. **Treasurer's Report:** Lona passed out copies of the report and reviewed with the attendees. Additional copies are available upon request.

The Board voted and approved funding the replacement of the rims and backboards at Sandymount and Mechanicsville Elementary Schools. Lona will send a check to the schools in order to leverage 12% savings from their equipment vendors. Chris Johnson will also get pricing on safety pads for Mechanicsville.

Question arose as to whether the County has a preferred provider's equipment purchase listing.

There was discussion about establishing a funding reserve threshold and developing a spend plan for the remaining funds. This would tie in nicely with Council's effort to develop a facility improvement/maintenance project list.

7. **Program Reports:** No programs had anything significant to report

- **Adult Fitness:** Nothing reported; Program Rep not present
- **Adult Volleyball-drop in @ Sandymount:** Nothing reported; Program Rep not present
- **Arnis Tae Kwon Do at Mechanicsville:** Nothing reported
- **Arts & Crafts:** Nothing reported; Program Rep not present
- **Basketball:** Nothing reported
- **Basketball Travel:** Nothing reported
- **Central Carroll Soccer Club:** Nothing reported
- **CheckHers Lacrosse:** Nothing reported; Program Rep not present
- **Field Hockey:** Nothing reported; Program Rep not present
- **Finksburg Baseball:** Nothing reported
- **Finksburg Lady Lions Softball:** Nothing reported
- **Football/Cheerleading-Gamber Optimist:** Nothing reported; Program Rep not present
- **Karate at Sandymount:** Online Registration was incorrect
- **Lacrosse-Gamber Optimist:** Nothing reported; Program Rep not present
- **Soccer In-house:** Nothing significant to report
- **Zumba Fitness:** Nothing reported; Program Rep not present

8. **Old Business:**

- **Change in Bylaws (meeting dates & program requirements):** The proposal to change the required meeting months from **February, April, May, August, September, and November** to **January, March, April, May, August, September, and October** was approved by vote will and will be effective immediately.

The vote on a proposal to impose attendance requirements for program representatives to attend at least 5 of the 7 meetings was delayed and will be put to vote at the next meeting.

- **Establish Facility Improvement/Maintenance Project Process:** The Council thought it would be a good idea to continue with the development of a facility maintenance process and work list.

Lona reviewed some of the information she has received regarding the 3 itemized bids for all sites to accomplish the following services: Aeration, weed application (including weed/grass removal from baseball and softball infields), seeding and fertilization.

- **New Program Affiliation Form:** Need to collect any other comments or suggestions in order to finalize form. Specifically requesting County to take a close look to see if there is any information that we should be collecting. Request was made to add a field asking for current or previous Council

affiliations.

- **Self Help Projects:** The Council managed to submit its projects for the September submission but still needs to develop a more efficient process that has a timeline and enables Council review and concurrence.

The next Self Help session is coming up in February and any project forms **must** be submitted to the Department of Recreation and Parks by the first Wednesday in February (2/6/13).

In reference to the Self Help Program, here is a link to a document that describes the program:
<http://ccgovernent.carr.org/ccg/recpark/forms/08self-help-funds.pdf>

9. New Business:

- Robert recommended a “Board Only” Meeting for December to review the By Laws.

10. Open Forum (Comments, Questions & Concerns): No additional comments, questions or concerns.

11. Action Items, Next Meeting Announcement and Meeting Adjournment:

Action Items:

Action Item	Who	Completed ?
Develop a Maintenance “To Do” List for facilities	Council	
Develop Self Help Project Submission Process	Council	
Finalize actions for Crusader Affiliation	Lona	
Solicit minimum of 3 bids for field maintenance	Lona	
Develop a facility/field survey	Sheldon	
Develop a formal Program Application Form/Process	Council	

Next Meeting: 8 January 2013

Location: Mechanicsville Elementary

Time: 7:00 p.m.

Tentative Board Only Meeting: 11 December 2012

Location: Mechanicsville Elementary

Time: 7:00 p.m.