

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
August 14th, 2019
7:00 p.m.

CALL TO ORDER

There was a quorum present and the meeting was called to order at 7:03. Present were:

- Sean Hare
- Doug Barth, Commission Treasurer
- Melissa Stultz, Commission Vice President
- Ginny Honomichl, Commission President
- Whitney Kesler, Assistant Director
- Matt McClure, Director

Absent:

- Doug Kerr

EXECUTIVE SESSION

None

APPROVAL OF AGENDA

Commission Member Hare made a motion to approve the agenda, Commission Member Stultz made a second and the agenda passed 4-0.

PRESENTATION

1. Patty Gentrup, KU School of Public Affairs and Administration- BCRC Strategic Plan
Patty Gentrup from KU School of Public Affairs and Administration attended the Board Meeting and walked the Board through the strategic planning process, provided a timeline of events and meetings to complete the process. Director McClure will be meeting with Ms. Gentrup on Monday the 26th of August to begin the process. Ms. Gentrup will then be working with the Board to schedule one on one meetings in the next 2-3 weeks.

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from July 10th BCRC Meeting.
2. Approval of Financial Statements from July 2019.

Director McClure was tasked with researching direct deposit for all employees, including seasonal. McClure was also asked to investigate the workman's comp line item for the 2019-2020 budget cycle. Commission Member Barth made a motion to pass the Consent Agenda, Commission Member Stultz made a 2nd, the Consent Agenda passed 4-0.

OLD BUSINESS

NEW BUSINESS

1. Vandalism repairs at T-Ball Fields at High School

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Director McClure informed the Board of some vandalism that occurred at the t-ball fields north of the high school. The west t-ball field had a motor vehicle drive out on it and proceed to spin out all over the field, creating ruts, displacing infield material as well as driving on and destroying the bases. The perpetrator was caught and has since paid the full amount of the damages. That work has been scheduled. Director McClure then asked the Board, while the contractor is in town repairing the vandalized field, to then have the contractor haul in more infield material and upgrade the east t-ball field, the field at 6th and Chapel as well as the infield at the Primary Center for \$1,700. Commission Member Hare made a motion to approve the upgrades, Commission Member Barth made a 2nd. The motion passed 4-0.

2. John Deere mower

Director McClure shared with the Board that the John Deere zero turn mower had been down recently and needs repairs. The cost of the proposed repairs in addition to the repairs that BCRC has incurred since 2017 has totaled over \$6,400. Director McClure recommended to the Board to purchase a new mower from Heritage tractor for \$10,575 and sell the current mower on Purple Wave. Commission member Barth expressed interest in learning if there was a lease program available through Heritage Tractor and if it could potentially be a savings to the Recreation Commission. Director McClure will inquire. Commission Member Barth made a motion to approve the purchase of said mower from Heritage Tractor for \$10,575 unless upon investigation of a lease program being available and makes better financial sense for the Commission. Motion was made a 2nd by Commission Member Stultz. Motion passed 4-0. Director McClure will follow up with the board immediately after conversations with Heritage Tractor.

DISCUSSION ITEMS

1. Lotatorium

Director McClure shared with he Board that the Lotatorium project will be getting underway late August and conversations will begin soon with the City on proposed management. Commission Member Hare indicated the project needed to be scaled back based on initial bids from vendors for the project. Commission Member Hare shared the CDC did a good job in scaling back the project to make it fit within the budgeted amount while still satisfying the many groups that will use the space.

2. Pool contract with City

Director McClure indicated to the Board the desire to have a written agreement in place with the City on pool management and operations. McClure will be in touch with the City Manager to begin those conversations. McClure was directed by the Board to research at Director's School in August if other organizations had similar situations and how they are handled.

COMMISSION REPORTS

Staff Reports-

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- Fall Sports deadline was August 5th. Still taking registration with late fees at this point. As of August 8th, total registration numbers stand at:
 - 3rd/4th and 5th/6th Grade Volleyball- 43
 - K-6th Flag Football- 66
 - K-8th Soccer- 116
- 17 soccer players participated in the first Challenger Soccer Camp in Baldwin City July 29-Aug. 1. BCRC advertised and provided field space and Challenger Soccer provided instruction. The camp took place at the high school.
- Fall Sports coaches meetings and team formation is coming up on the following dates:
 - Youth Soccer- August 11
 - Youth Volleyball- August 12
 - Youth Flag Football- August 13
- Fall soccer games will get underway on Saturday, September 7th. Volleyball and flag football will begin on Tuesday, September 10th.
- An estimated crowd of 300-400 took in the League All-Star game the Baldwin City Blues hosted at the sports complex on July 16th.
- Working to complete Individual sports program reports as well as sports complex concession report.
- BCRC in conjunction with Dick's Sporting Goods will hold Shop Days at DSG on the following dates:
 - August 10-11
 - October 26-27
 - December 7-8
- Whitney Kesler will attend the KRPA Women's Leadership Summit on August 23.
- Day Camp
 - Day Camp ended on Friday, August 2
 - The last day of Day Camp was spent at World and Oceans of Fun
 - The summer overall went well, staff was great, re-recruiting current staff for next year is already underway.
- Pool
 - The last day the pool was open to the general public was Sunday, August 4. 265 in attendance
 - The last day of lap swim is Friday, August 9, for the summer averaged 15 participants at lap swim
 - Planning for summer 2020 is underway
- BCRC rolled out a new line of special events at the pool for 2019, below are the dates and the attendance figures:
 - Monday, July 1 (incoming 6th-8th graders) - 73 attendees
 - Monday, July 4- Free Day, 142 attendees
 - Monday, July 22nd- 3rd-5th Grade Night at the Pool- 58 attendees
 - Monday, July 29th- Family Night, 8:00 to 10:00 p.m.- 23 attendees

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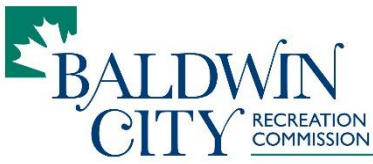
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- Swimming Lessons
 - Session I- June 3-13-- 72 participants
 - Session II- June 17-27-- 63 participants
 - Session III- July 8-18— 96 participants
 - Private Lessons-- 17 participants
- After School Program
 - Registration is currently full at 60 participants
 - ASP starts on Thursday, August 15
 - All staff is hired, trained and ready to go
- July Lunch Bunch took 16 patrons to Guy and Mae's in Williamsburg.
- August lunch Bunch on August 5th saw 17 participants travel to Jess & Jim's Steakhouse in Martin City, MO.
- The Plaza Theatre in Ottawa, KS showed an Elvis Presley flick on July 29th, 3 patrons took in the show and enjoyed free popcorn and drinks.
- Senior Engagement Council Meetings have started back up with the help of Megan Poindexter, Douglas County Senior Services. She has been providing monthly guest speakers on different topics. The meetings are held the third Monday of each Month, 1 pm, at the Baldwin City Library. This month the guest speaker is Lori Phillips to answer questions on Medicare Part D enrollment.
- On July 17th, BCRC traveled to Chestnut Theatre to see the "1st Ladies of Country Music.
- On July 22nd, 10 patrons traveled to the Hollywood Casino.
- BCRC has chosen Chalene Skinner's daughter, Easton, has the recipient for the Cancer Challenge Event to be held on October 26. Easton, age 3, was diagnosed with Leukemia this month.
- Construction of ball storage containers in the game soccer storage facility at the high school.
- Seasonal mowing and painting of sports fields.
- Field Aeration.
- Banner maintenance on outfield fences.
- Fertilizer application.
- Due to recent heavy rains, fixing of washout areas.
- Special event assistance.

Director Report-

- Held a Customer Appreciation event on Friday, August 9th in the Lotatorium. We provided a hot dog lunch, chips, drinks as well as some entertainment from 11:30 a.m. to 1:00 p.m.
- Summer Concert/Movie Series at Golf Course concluded on August 10th with Rusty Laffoon and The Return of Mary Poppins



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- Directors School scheduled for August 19-23, 2019 in Oak Brook, Ill.
- Reviewing staff goals and objectives in preparation for year-end evaluations.
- Identifying Department highlights to include in a year-end infographic for board and to post on website.
- Development of year-end report is underway.
- BCRC is participating in the Back 2 School Picnic at Baker University on August 17th from 5:00 p.m. to 7:00 p.m. We will use it as a job recruitment tool.
- Continue to attend meetings and meet with individuals in the community to discuss the future of Baldwin City.
- Continue working to plan Tomorrow's Leaders Conference through KRPA as a member of the Professional Development Committee.
- Attending KRPA Board of Directors Retreat August 28-29 in Pittsburg, KS.
- Maple Leaf Gravel Grind, October 26th, is added to our growing list of special events. This is a 16-35-70 mile bike ride in and around Baldwin City, majority on gravel roads. The BCRC Cancer Challenge will also be held the same day in 2019.

OTHER

The Board discussed focus groups for the Strategic Plan and determined that 5 groups would be better than 4 and those groups shall be: youth sports, aquatics, seniors, special events and health/wellness.

EXECUTIVE SESSION

None

ADJOURNMENT

Commission Member Hare made a motion to adjourn the meeting, Commission Member Barth made a 2nd, meeting adjourned at 8:39 p.m.

Next meeting currently scheduled for Wednesday, September 18th at 7:00 p.m. at the BCRC Office.