

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
December 12th, 2018
7:00 p.m.

CALL TO ORDER

There was a quorum present and the meeting was called to order 7:00 p.m. Present were:

- Sean Hare
- Melissa Stultz
- Doug Barth
- Doug Kerr
- Ginny Honomichl, Commission President
- Whitney Gillman, Assistant Director
- Matt McClure, Director

APPROVAL OF AGENDA

Commission Member Barth made a motion to pass the agenda, Commission Member Hare made a 2nd, agenda passes 5-0.

PRESENTATIONS

Visioning Baldwin City Update
Visioning update postponed

2019 Sponsorship Packages

Director McClure shared with the board BCRC's new sponsorship packages and advertising information.

EXECUTIVE SESSION

None

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from October 17th BCRC Meeting.
2. Approval of Financial Statements from October and November 2018.
Commission Member Barth made a motion to approve consent agenda, Commission Member Stultz made a 2nd, consent agenda passed 5-0.

OLD BUSINESS

- Decision on KPERS 457 Match and insurance premium adjustments.
After information shared by Director McClure, the Commission opted to not to offer a 457 Match and will continue to monitor the budget to determine if insurance premiums can be adjusted to become more in line with area agencies.

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NEW BUSINESS

- 2018 Employee Holiday Bonus.
The board opted to give a \$50 holiday bonus to BCRC employees for the 2018 year. Commission Member Barth made a motion and Commission Member Kerr made a 2nd. Motion passed 5-0.
- 2019 Salary Increases and Budget Impact.
The board agreed to give staff a 2.5% increase for 2019. 2.5% is also what USD 348 is giving in 2019. Motion was made by Commission Member Hare, and a 2nd was provided by Commission Member Kerr. Motion passed 5-0.
- Adoption of Turf Maintenance Plan.
Director McClure shared with the Commission a Turf Maintenance Plan for all Recreation Commission and USD 348 facilities. The plan outlines proper field care, a timeline to follow for applications and field work. The board voted to adopt the plan and rename it Field Maintenance Plan and to follow it within given budget. Motion was made by Commission Member Stultz and a 2nd was made by Commission Member Hare. Motion passed 5-0.
- Adoption of Outdoor Facility Rental Policy.
Director McClure developed an updated Outdoor Facility Rental Policy that will be utilized by groups that want to rent the sports complex to host tournaments. Commission Member Honomichl made a motion to adopt the policy and Commission Member Stultz made a 2nd. The motion passed 5-0.

DISCUSSION ITEMS

- Gymnasium at 8th and Chapel.
The board discussed the pros and cons of the old gym at 8th and Chapel being developed and a community site.
- Director evaluation process.
Board President Honomichl presented the board with an evaluation of Director McClure and asked the board to complete it.

COMMISSION MEMBER & STAFF REPORTS

Whitney Gillman-

- Biddy basketball wrapped up on December 8th.
 - 36 participants in the Kindergarten/1st Grade Division
 - 31 participants in the 2nd Grade Division
- Basketball practices for 3rd-6th grade league started the Monday after Thanksgiving
 - 23 3rd/4th grade girl participants
 - 30 3rd/4th grade boy participants

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- 17 5th/6th grade girl participants
 - 25 5th/6th grade boy participants
- Youth basketball games will begin on Saturday, January 5th.
- Adult volleyball games concluded the week before Thanksgiving. Team Kellerman took home 1st place honors.
- Open gym began Sunday, December 2nd with approximately 40 participants taking part.
- 2nd grade basketball league is open now through October 15th.
- Pickleball now running on Monday / Thursday schedule, averaging 5 players per night the last few weeks.
- Festival of Lights was held on December 1st, 2019. Rainy weather did not hinder as 13 floats participated, not counting the mayor's ride and police and fire.
- Chiefs ticket revenue sits at \$1,140, no expenditures associated with is program.

Basketball season is officially underway! There are a total of 162 kids registered for K-6th grade basketball this year, up 3 participants over last year. Biddy Basketball once again has Pete Carr and both the BHS Boys & Girls basketball teams running clinics on all 4 dates scheduled. The community really enjoys getting to work with the BHS basketball teams and Pete does an amazing job teaching the fundamentals in a simplified way to the kids. Challenger Teamwear won a competitive bid over 2 other uniform companies for the opportunity to print our youth basketball league jerseys. We also met with the Challenger Soccer reps and will be utilizing them this summer for a youth soccer clinic as well. Excited to partner with them and see what they can do for our sports programs in the future! Over break we will utilize the BHS gym for basketball practices.

Tammy Michael-

- After School / Before School Program
 - Before School registration: 30
 - Numbers trending down, most kids not arriving until 7:30.
 - After School registration: 60
- Kids Day Out
 - Monday, January 21st- Going Bonkers
- Christmas Adopt A Child program forms still being accepted as of December 1st.
 - Have currently adopted out 82 kids.
- Destination Downtown meetings November 1st and December 6th.
- Chamber Luncheon November 14th and December 12th.

Debra McCullough-

- November Lunch Bunch attended Stroud's in Overland Park. 18 participants enjoyed a fried chicken dinner.
- December Lunch Bunch will be meeting for breakfast at Homestead Bakery on December 17th.

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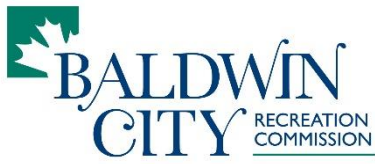
- On November 7th a group of 17 traveled to the Chestnut Theatre to see the Doo Wop Boys.
- Breakfast with Santa took place at the IC on December 1st and drew __ participants. Breakfast was provided by Chris Cakes, children could participate in a craft and then have a picture taken with Santa.
- Holiday activities:
 - Lawrence Homes Tour- December 2nd
 - Breakfast Brunch- December 6th
 - “It’s a Wonderful Life”, Garnett, KS- December 9th
 - Christmas Cookie Decorating Class- December 15th

Jay King-

- Finished mowing for the season
- Cleaned up shop area
- Field renovations are at completion point
- Snow removal and salt applications
- Power washed concrete area around concession stand
- Winterization of concession stands
- Batting cage nets taken down

Matt McClure-

- BCRC Cancer Challenge was a success, the event raised approximately \$4,300 for Sherry Stanley and Dani Bennett.
- Field 3 renovations are about 95 percent complete. Contractor will be coming back to roll and level the material as soon as it dries. All plates and pins are in and the wet weather will help settle the material. Project was completed under the \$25,850 first quoted. \$21,850 with an additional \$1,500 due as soon as the last stage is complete. Total on the project will be \$23,350.
- 2019 BBQ competition renamed Smoke on the Bricks. Contest moved to downtown due to existing infrastructure in place (power). Event is May 31-June 1. Will be partnering with Lumberyard Arts on Friday evening entertainment and BBQ tasting opportunities for public. BGA will run beer garden.
- Developed a Sponsorship Opportunity package for local businesses to consider when partnering with the Baldwin City Recreation Commission.
- Developed a Turf Maintenance Plan for BCRC in conjunction with Reinders.
- Have met with CDC regarding dollars to market both Smoke on the Bricks and July 4th show.
- Working with the radio station 92.9 The Bull on marketing package for both events.



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- Introducing a Summer Concert/Movie Series in 2019 at the Baldwin Golf Course. June 8, July 13 and August 10 will be the dates for 2019.
- Continuing to explore potential for a Craft Beer/Wine event. Most likely will partner with Chamber and Lumberyard on expanding current event in June.
- Feedback on baseball trip for summer 2019.
- 2019 KRPA Conference in Hutchinson, scheduled for February 5-7.
- Continuing to revamp BCRC website, currently working to add employee bios and headshots.
- Gathering information on cost and maintenance of infield turf at sports complex as well as potential revenue streams.
- Gathering information on the formulation of a Strategic Plan for Baldwin City Recreation Commission.
- Credit card rewards cash back for the year sits at \$1,284.96.

EXECUTIVE SESSION

ADJOURNMENT

Next meeting currently scheduled for Wednesday, January 16th at 7:00 p.m. at the BCRC Office.