

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
February 17th, 2021
7:00 p.m.

CALL TO ORDER BCRC MONTHLY BOARD MEETING

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

- Ginny Honomichl
- Bryon Wright
- Doug Kerr
- Melissa Stultz
- Sean Hare, Commission President
- Matt McClure, Director

APPROVAL OF AGENDA

Commission Member Wright made a motion to approve the agenda, Commission Member Kerr made a second and the agenda passed 5-0.

PRESENTATIONS

None

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from the January 20th BCRC Board Meeting
Commission Member Honomichl made a motion to approve the agenda, Commission Member Stultz made a second and the agenda passed 5-0.

OLD BUSINESS

1. Public Comment Policy
Director McClure shared an amended policy for board consideration regarding public comment at open board meetings. The board instructed McClure to add a date to the policy and send to board members.
Commission Member Honomichl made a motion to adopt the update Public Comment Policy, Commission Member Wright made a second, the motion passed 5-0.

NEW BUSINESS

1. Approval of Financial Statements from January 2021
Commission Member Stultz made a motion to pass the Financial Statements from January 2021, Commission Member Kerr made a 2nd, the Consent Agenda passed 5-0.

DISCUSSION ITEMS

1. Administrative Marketing Coordinator
Director McClure shared an update on the recruitment process for the new Administrative Marketing Coordinator position. McClure shared BCRC received 32 applicants for the position and 4 individuals have been selected for interviews to take place the week of February 22nd.
2. School District Agreement

Director McClure shared with the board an updated agreement between USD 348 and BCRC. The agreement was crafted between McClure and Gary Stevanus and shared with both BCRC board members and school district board members. The latest agreement lists responsibilities of both parties in terms and maintenance, usage as well as revenue sharing.

COMMISSION REPORTS

Staff Reports-

- 3rd-6th Grade Basketball games have been played for four weekends now. So far things have been going smoothly with three dates left for this season.
- Bidy Basketball began February 7 with three more dates left for the season.
 - 36 total registrants
- 2nd Grade Basketball League also began February 7 and has three more dates to go
 - 19 total registrants
- Spring Soccer registration will have ended on February 15th.
 - First games are March 27th.
 - Coaches meeting will be completed by February 28th. These meetings will be virtual.
- Baseball/Softball registration will be live on February 12th with registration ending on April 9th.
- Banner and Team sponsorship letter was sent out and we have already received 7 sponsorships with the deadline to send in forms on March 1st.
- E-sports Leagues registration will open on Friday, February 19th.
- An outdoor spring cornhole league will take the place of an indoor spring volleyball league for adults. The league will play on Monday's in April.
- Staff recruitment for the spring and summer is underway. The 12-tournament slate for the spring and summer will begin the first weekend in April in 2021.
- Whitney Kesler presented at the 2021 KRPA Conference with two others from across the state. The session was focused on low-cost programs for both participants and organizations. The educational sessions were held over zoom February 3rd and 4th this year.
- After School Program/Before School Care:
 - Since the conclusion of winter break Before School has gone from 10 to 12 attendees per day.
 - 22 students are participating in the After School Program.
 - Whenever possible the program is outside, even while outside, masks are required to be on.
- Senior Programming
 - A brand-new newsletter has been developed for our senior population called Aged to Perfection. The newsletter will share upcoming events and activities

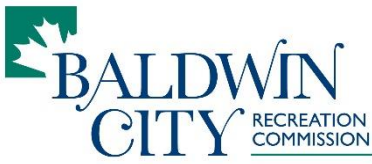
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as well as how-to information on things such as how to go about getting COVID vaccinations.

- 12 participants Galentine Goodie Bags (Thursday, February 11, 2021)
- 17 participants for FREE pie and ice cream (Thursday, February 11, 2021)
- Wednesday, February 24 Lunch Bunch at Wooden Spoke
- March – Shamrock Shake
- March – Lunch Bunch- El Patron or Flat Landers (trying to confirm dates)
- Two sessions of fitness classes are currently being offered. Tuesday and Thursday evenings at 6:00 p.m. and Wednesday and Friday mornings at 8:30 a.m. Classes are at the golf course. Participants must preregister.
- In conjunction with fitness classes, a fitness/wellness group on Facebook has been started. Currently there are 33 in the group with approximately 15 actively engaging.
- Tammy Michael is working toward her fitness class certification.

Director Report-

- Recruitment of Administrative Marketing Coordinator.
- Developing interview questions, scoring system and packets for each member on the interview panel for each candidate to be interviewed. Interviews will take place the week of February 22nd.
- Processing payroll, bill pay and tax payments.
- A press release was issued to Lawrence and Kansas City news outlets in regard to BCRC and Smoke on the Bricks being selected as a Smokin' with Smithfield grant recipient in 2021.
- Rice Precision Manufacturing has agreed to be the title sponsor for Smoke on the Bricks in 2021 at \$5,000.
- Coordinating awards and additional sponsors for 2021 Smoke on the Bricks.
- Mid-America Bank is confirmed as one title sponsor of July 4th Show at \$5,000.
- Hill and Hill LLC are the owners of the BCRC office building. The building was purchased from Maple Leaf LLC in late January.
- Working with a group in the community called Warm Up Baldwin City as part of an initiative to get people back out safely. Currently, BCRC is set to sponsor the March event on the 19th at Sullivan Square where Homestead Bakery will sell food, we will have live music and the Library will provide a story stroll. We will also put on a Shamrock Hunt, similar to the Jingle Bell Rock, where a clue will be revealed only at this event.
- Solidified dates, showings and performances for the Summer Concert and Movie Series:
 - June 12- Back to the Future and [Steve Bankey and the Flatlanders](#)
 - July 10- The Sandlot and [Flanigan's Right Hook](#)
 - September 11- Remember the Titans and [Vinyl Revival](#)



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- Continually keeping a gauge on current trends in the industry as it pertains to COVID-19 and the impact on the recreation industry. This is accomplished through meetings, phone conversations and online research.
- Part of a task force in Douglas County to coordinate gating criteria for parks and recreation agencies, similar to school district gating criteria.
- Continue to meet monthly as the Secretary of the Board for the Baldwin City Chamber of Commerce. The Chamber is currently seeking a new Director.

OTHER

- *Commission Member Wright requested BCRC staff to reevaluate the youth sports team formation process.*
- *Commission Member Stultz requested BCRC staff members to reevaluate the attendance numbers allowed for youth basketball games. Current policy allows 2 spectators per participant. Request is to possibly raise the attendance to 4 spectators to match school district and KSHSAA guidelines.*
- *Request was made to see what can possibly be done to improve livestream quality for youth basketball games. Staff will reevaluate this service.*

EXECUTIVE SESSION

Commission Member Hare made a motion to request an executive session to discuss non-elected personnel. Commission Member Stultz made a 2nd, the board approved 5-0 to enter executive session for 10 minutes, 7:50 to 8:08. Upon exiting of executive session, Commission Member Hare made a motion reconvene into executive session for 15 minutes beginning at 8:09, Commission Member Stultz made a 2nd, the board approved 5-0 to reconvene. The board exited executive session at 8:24. No action was taken upon exiting executive session.

ADJOURNMENT

Commission Member Wright made a motion to adjourn the meeting, Commission Member Honomichl made a 2nd, meeting adjourned at 8:27 p.m. Motion passed 5-0.

Next meeting currently scheduled for Wednesday, March 17th, 2021 at 7:00 p.m. at the BCRC Office.