

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
March 9th, 2022
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:

- Chad Dick
- Dustin Ward
- Ginny Honomichl
- Melissa Stultz
- Sean Hare, President
- Matt McClure, Director

APPROVAL OF AGENDA

Commission Member Honomichl made a motion to approve the agenda, Commission Member Ward made a 2nd, motion passed 5-0.

PRESENTATIONS

1. Communications Survey

Director McClure shared the results of the Communications Survey that was sent out in February to the community via email, social media, and paper mail. 193 people responded to the survey. The survey was designed to learn how people like to receive information from BCRC and the platforms in which they like to receive it. Data was also collected on the BCRC website in terms of ease of use, opportunities for growth/change and overall functionality. Staff is currently implementing some suggestions from the survey in how programs/deadlines are shared and will also consider more feedback in the future.

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from the February BCRC Board Meeting.

Commission Member Stultz made a motion to approve the Consent Agenda, Commission Member Dick made a second and the agenda passed 5-0.

OLD BUSINESS

None

NEW BUSINESS

1. Approval of Financial Statements from February 2022.

Commission Member Honomichl made a motion to pass the Financial Statements from February 2022, Commission Member Ward made a 2nd, it passed 5-0.

DISCUSSION ITEMS

1. School Board Meetings

Director McClure shared a follow-up from the February board meeting and a preview for the March school board meeting.

2. Updated Strategic Plan Key Performance Areas

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Director McClure shared with the board updates to the key performance areas of the strategic plan. Updates took place at a workshop held in November of 2021. McClure will update the strategic plan and post on the website and share with board members.

3. Registration Software/Website

Director McClure shared with the board a proposal from CivicRec for registration software and website hosting services. BCRC is looking into current registration and website situation and weighing what is currently in place versus future needs based on feedback from both the strategic plan and the communication survey. McClure will continue to look at what is available to BCRC and report back to the board.

COMMISSION REPORTS

Staff Reports-

- Spring Soccer Registration– 211 Total
 - Micro Soccer deadline March 25th
 - Coaches Meetings held on March 6th
- Spring Soccer Start Dates:
 - Spring Soccer begins March 26th
 - Micro Soccer Clinic – begins April 3rd
- Still seeking employment for summer facility supervisors, concessions workers and umpires
- Baseball/Softball/T-Ball/LS registration is underway with deadline of April 8th
 - Practices will begin first week of May
 - Games begin week of May 23rd
- 3rd-6th grade basketball wrapped up on March 5th
- Biddy Basketball and Open Gym wrapped up on February 27
 - Averaged between 30-40 people for open gym
- Pickleball has the gym reserved through the 2021-2022 school year from 6:30-8:30pm in the Primary Center and will move to playing Monday and Thursday nights starting March 6th
- Looking to book the high school gym for Adult Volleyball beginning in April for 4 Sunday's
- Cornhole League will begin April 11th for 5 weeks
- Sponsorship information for banners and individual teams for baseball/softball/t-ball/little sluggers has gone out and we have begun to receive sponsors for the season.
- The concession stand at the sports complex will open March 25th for high school baseball and softball games. We will be ordering product from Sysco and Pepsi again in 2022.
- BCRC will return to using Square for our concession stand POS. The reporting compared to RecDesk was much easier breakdown and separate between the pool and sports complex.

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- Will be planning our SNAG Golf and Jr. Golf Clinics for the summer in the coming weeks – these will tentatively be set in June.
- Whitney attended the KRPA Sports Branch Board Meeting on February 25th.
- BCRC will partner with Dick's Sporting Goods in 2022 to be a sponsor of our organization. We are currently awaiting the sponsorship agreement from DSG.
- Before School Care
 - 19 participants
- After School Program
 - 45 participants
 - 3/3/22 Staff Mtg and Dinner for before/after school staff
- Senior Programming
 - Starting in April newsletters will go out monthly again.
 - February 23 – New Theatre “Don't Dress for Dinner (17 participants attended)
 - March 9 – Lunch Bunch Milo's Steakhouse in Paola (16 participants registered)
 - March 30 – Hollywood Casino
 - Tuesday – Chair Yoga (average about 5 a class)
 - Tuesday/Thursday – Cards
 - Wednesday – Domino's (2nd and 4th Wednesday)
 - Friday – Pinochle
 - Friday Evenings – Pitch & Snacks (1st and 3rd Friday)
- Fitness Class
 - Fitness -Tuesday /Thursday's Monthly 5:45pm (5 participants)
 - Chair Yoga – Tuesday's (5 participants)
 - Zumba – Sunday's (15 participants)
- Daddy/Daughter Date Night (Date change due to snowstorm)
 - Friday, March 4, 2022; 6-8pm
 - Venue - Brooklyn Hall at Enright's
 - Caterer - Flatlander's
 - Cupcakes – Kim's Cupcakes & Sweets
 - DJ Jami and Say Cheez photo booth
 - 128 participants are registered (Dads & Daughters)
- Day Camp
 - Staff is hired
 - Staff In-Service was Saturday, February 26; 10am-Noon
- Pool
 - Returning Lifeguard – 8
 - New Lifeguard – 12
- QuickBooks
 - Staying up to date with RecDesk reports and entering in daily deposits and payments
 - Entering information daily to keep up with continuous deposits

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- **Social Media**
 - In the month of February on our Facebook page we have reached 31,661 people.
 - Boosted Baseball trip for \$118.54, we had 500 link clicks, 16 shares and 27 comments
 - Baseball Trip is FILLED with waiting list
 - In the month of February, we have a total of 602 Instagram followers
 - This month we have received 12 new hire applications, 58% of which saw that we were hiring on a BCRC social (FB, IG, Email/Twitter), 42% were previous hires or learned about the position through friends
 - Posting to Twitter weekly with important information
- **Bulk Emails**
 - Emails are going out every Monday at 10:00am and only Friday's when a deadline falls
- **Rentals**
 - Rentals are rolling in like crazy for BGA and Sullivan Square with Spring and Summer right around the corner
- **Website**
 - Updating weekly with new information
 - Made sure all information was up to date on every page
- **Facebook Content**
- **Creating daily stories; this will increase our engagement on FB and IG**
- **Graphics for ALL events**
- **School Newsletter**
- **Posters for Summer Activities**
- **Survey**
 - Created and distributed communications survey
 - Analyzed data
 - Presented survey review with staff
 - Will present findings to board at the March board meeting
- **Gathering bids**
- **Meeting with vendors**
- **Prepping for spring sports**

Director Report-

- Annual Report has been made public. It has been emailed to city council, school district, library, Lumberyard and several more. A link to it was included in the February 28th email to the community. A copy is accessible on our website.

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- Smoke on the Bricks was awarded a Steak National Championship as part of the event. Smoke on the Bricks is confirmed for August 26-27 and currently has 7 teams registered.
- The 2022 Baseball Trip is filled at 50 people and now just awaiting MLB to settle the current lockout.
- Developing 2022 staff goals and objectives.
- Continuing to acquire sponsorships for events in 2022.
- Dates and entertainment for Summer Concert/Movie Series is set:
 - June 11- The Steve Bankey Band and Sing 2
 - July 9- The Recliners and Field of Dreams
 - September 10- Run With It and Hotel Transylvania: Transformania
- Continuing to negotiate talent for Independence Day show set for July 2, 2022.
- Part of a committee overseeing the development of an economic impact calculator for KRPA. My subcommittee pertains to home values related to proximity to parks, trails, greenspace.
- Continue to meet monthly as the Secretary of the Board for the Baldwin City Chamber of Commerce.

OTHER

Sean Hare submitted his resignation from the board effective immediately. Sean then excused himself from the meeting. Commission Member Honomichl shared thoughts on the board and how to potentially move forward and excused herself from the meeting at 8:58 p.m.

FUTURE AGENDA ITEMS

EXECUTIVE SESSION

An executive session was called to discuss matters pertinent to the board. Commission Member Dick made a motion and Commission Member Ward made a 2nd, passed 3-0. The board entered executive session at 9:00 p.m. for 20 minutes. The board exited executive session at 9:20 p.m. with no action being taken.

ADJOURNMENT

Commission Member Ward made a motion to adjourn the meeting, Commission Member Dick made a 2nd, meeting adjourned at 9:21 p.m. Motion passed 3-0.

Next meeting currently scheduled for Wednesday, April 20th, 2022, at 7:00 p.m. at the BCRC Office.