

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
June 16th, 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:

- Chad Dick
- Doug Kerr
- Sean Hare, Commission President
- Matt McClure, Director

Absent:

- Ginny Honomichl
- Melissa Stultz

APPROVAL OF AGENDA

Commission Member Kerr made a motion to approve the agenda, Commission Member Dick made a 2nd, motion passed 3-0.

PRESENTATIONS

None

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from the May 19th BCRC Board Meeting

Commission Member Kerr made a motion to approve the Consent Agenda, Commission Member Dick made a second and the agenda passed 3-0.

OLD BUSINESS

None

NEW BUSINESS

1. Approval of Financial Statements from May 2021

Commission Member Dick made a motion to pass the Financial Statements from May 2021, Commission Member Kerr made a 2nd, it passed 3-0. Director McClure indicated that the health insurance line will be adjusted for the July meeting to match what was actually paid by the Commission.

2. Cancer Walk Funds

As part of discussion last week, the board entertained a request to send \$1500 to Sara Johnson, who is battling cancer. Funds in amount of \$1500 were donated to BCRC in 2016 from the family of Laura Beaulieu, who at that time passed away from cancer. The funds were intended to help a community member battling the illness and now a request has been made to share with Sara Johnson. Commission Member Dick made a motion to send the \$1500 to Ms. Johnson, Commission Member Kerr made a 2nd, motion passed 3-0.

3. 2021-2022 Health Insurance Rates

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Director McClure shared with the board that Blue Cross Blue Shield of Kansas was the only health insurance company to quote BCRC as Humana declined coverage. Director McClure worked with Charlie Upton with Integrity Midwest for additional insurance quotes, however those agencies declined to provide coverage as well. The total to cover BCRC came in at \$5,882.13 for medical/dental/vision. Commission Member Kerr made a motion to accept BCBS of Kansas' bid for health insurance for BCRC effective August 1, 2021. Commission Member Dick made a second, motion passed 3-0.

4. Board Member Recommendations

Commission Member Kerr shared with the board in late May that he will not be renewing his position on the board that expires in July due to his family moving to Iowa. Director McClure shared with the board a list of 5 candidates that applied for the open board position. Each board member scored each applicant based on questions asked on the New Board Member application. After scoring was completed and discussion took place regarding the top 2 candidates, Dustin Ward was the name that emerged to recommend to the school board to fill the open board position. Chad Dick had indicated he would be renewing his spot on the board; therefore, Sean Hare made a motion to recommend Chad Dick and Dustin Ward to the USD 348 school board to be installed officially on the BCRC board of directors, Doug Kerr made a 2nd, motion passed 3-0.

DISCUSSION ITEMS

1. July 3rd Update

Director McClure shared with the board the status of the Independence Day Celebration. Everything is on schedule. A meeting is scheduled with the BGA to go over parking and traffic patterns on June 22nd. PD is in the loop and will have a presence the day of on the grounds and around the stage area.

2. Pool Update

Director McClure shared with the board how the pool season was progressing, an update on staff, as well as plans for the remainder of the summer. Currently BCRC has scheduled swim times, Monday through Sunday. After discussion, BCRC opt to discontinue the scheduled swim times and the pool will be open 12:00 p.m. to 5:30 p.m. 7 days a week.

3. Board Positions- July

Director McClure wanted to remind the board the elections will take place at the July meeting for President, Vice President and Secretary.

COMMISSION REPORTS

Staff Reports-

- Baseball/Softball/T-Ball/Little Sluggers games have begun. Games are played Monday – Thursday evenings with the season tentatively ending on July 14th.

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- Gallery Portraiture took team pictures on Wednesday, June 9th and Thursday, June 10th at the Sports Complex.
- The Baldwin City Blues season has also started, they play 14 regular season games at home with the chance to play more depending on if they make the Cowdin Cup Playoffs.
- Summer Cornhole Leagues have begun. The Sunday night league is full with 28 teams and the Thursday night league has 14 teams. The session will wrap up on July 11th.
- Jr. & SNAG Golf also started this week:
 - Jr. Golf has 5 participants. BHS Golf Coach Gregg Capps took over for Andy Kelley with Baker University due to Andy leaving Baker.
 - SNAG has 12 participants enrolled and Gregg Capps will also be leading this camp.
 - Registration is still open for both July sessions of Jr. Golf and SNAG
- We currently have 3 Supervisors, 12 umpires and 9 concession workers on staff for the Sports Complex this summer.
- Whitney is currently working on completing her CYSA (Certified Youth Sports Administrator) Certification after enrolling in the NAYS (National Alliance for Youth Sports) Academy earlier this spring.
- Senior Programming
 - June 14 - Coffee Talk
 - Tuesday/Thursday Cards (3-6 participants)
 - June 22 - Lunch Bunch Wooden Spoke 11:30 am
 - August 4 - New Theatre Restaurant (The King in Concert)
- Fitness Class
 - Tuesday/Thursday 5:45pm (5 participants) 8-week program 5/11-7/1
 - Monday/Wednesday/Friday No Class until Fall
 - Tuesday/Thursday 7:00 a.m. water aerobics 8-week program 6/15-8/5
 - Tuesday 11:30 Yoga-(Om Grown instructor) (9 participants)
- Pool
 - Lifeguard training on going.
 - We have 9 new guards in 2021.
 - 12 returning guards.
 - Water Safety Instructor - 3 lifeguards took the course.
 - Highest attendance so far is 103 attendee's session 2 on 6/10/21.
 - Swim Team 1st home meet on 6/9/21; 200 people (participants and spectators).
 - Deep Water Exercise and Lap Swim begins Monday, June 14
 - Swim Lesson Session 1; begins June 21-July 1
- Day Camp
 - Camp is full all 10 weeks. (32 campers)
 - Week 1 Field trip - Baker Wetlands
 - Week 2 Field trip - Topeka Zoo

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- Week 3 Field trip - Kill Creek Park
- Week 4 Field trip - Ernie Miller Nature Center
- Week 5 Field trip - Topeka Sports Center
- Week 6 Field trip - Picnic at Sullivan Center/Splash pad
- Week 7 Field trip - Clinton Lake (No Swimming)
- Week 8 Field trip - Discovery Center
- Week 9 Field trip - Lenexa Lake (No Swimming)
- Week 10 Field trip - Deanna Rose
- April 19th- Tulip Time in Topeka & lunch at Cracker Barrel- 11 participants.
- May 5th- Cinco de Mayo at El Patron- 16 participants.
- May 10th- Coffee Talk- 9 participants.
- May 16th- Overland Park Arboretum & Botanical Gardens- 11 registered, 4 that have never participated before.
- Tuesday/Thursday cards from 1:00 to 3:00 at BCRC Office.
- Payroll weeks are keeping Kristin very busy with all new seasonal employees.
 - Entering in seasonal employee information and filing paperwork
- QuickBooks
 - Staying up to date with RecDesk reports and entering in daily deposits and payments.
 - Learning how to run specific reports that are useful to BCRC.
 - Entering information daily to keep up with continuous deposits.
- Social Media
 - In the last 28 days on our Facebook page, we have had added 24 new faces, had 1,467 post engagements, and have reached over 6,678 people.
 - In the last 28 days on our Instagram page, we have added 11 new followers, we have increased our accounts reached by 5%. I would really like to increase these numbers on Instagram.
 - Boosted Cornhole for Thursday Evenings for \$25. In 5 days, we reached almost 4,000 people and had 96 link clicks. We had 118 post engagements and overall increased our 9 teams to 14 teams.
- Bulk Emails
 - Sending out emails with important information
- Swimming Pool
 - Currently selling pool passes
 - Entering in information weekly for all pool activities in rec desk (open swim, lap swim, deep water, water aerobics, walking lane, swimming lessons)
 - Taking multiple phone calls about pool information
- Rentals

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- Sullivan Square is getting rented out frequently for events around Baldwin City.
 - Om Grown Community Yoga
 - Summer concert movie series
 - Summer Reading
 - Cornhole
 - Live on High
- Website
 - Working on re-doing website to make more user friendly.
 - Staying up to date with program information weekly.
- Working on:
 - Videos for events
 - Event pages for activities (soccer camp, summer concert movie series, smoke on the bricks)
 - Graphics for ALL events
 - July 4th Promos, VIP passes and tickets.
 - Boost 4th of July Show
- Taking on turf maintenance at Sullivan Square. BCRC is better suited for turf maintenance and will take it on. The city will mow, clean bathrooms and maintain the building and anything unrelated to turf.
- Working to catch up on mowing.
- BCRC took over pool maintenance on opening day, June 7th.
- Painting of high school fields for camps for soccer and football.
- Weed maintenance, spraying.
- Cleaning/organizing of shop area.

Director Report-

- Summer focus becomes special event driven. Summer Concert/Movie Series, Independence Day, Smoke on the Bricks.
- Working on 2021-2022 budget. It will be ready for July meeting for board consideration. The RNR hearing and budget hearing and budget approval will take place at the August meeting, which will be pushed back a week from August 18th to August 25th.
- Maple Leaf Beer, Wine and Spirit Fest Update:
 - 7 wineries committed.
 - 2 breweries committed.
 - 2 food trucks committed.

This event will piggyback the Maple Leaf Gravel Grind on October 23rd. We have acquired sponsorships for the event (Kansas State Bank, Cody Anno State Farm, Keller Williams) and have been working through logistics with local wineries/breweries and Kansas ABC to ensure smooth event. Ticket sales are underway.

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- Summer Concert and Movie Series:
 - June 12- Ghostbusters and [Stave Bankey and the Flatlanders](#)
 - July 10- The Sandlot and [Flanigan's Right Hook](#)
 - September 11- Remember the Titans and [Vinyl Revival](#)
- 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.

OTHER

Doug Kerr indicated the sunscreen project at the pool and sports complex is going well. Olivia Kerr, as part of her girl scout project, is providing free sunscreen and pumps at the pool and sports complex for the summer.

FUTURE AGENDA ITEMS

- *Director McClure shared that a budget for their consideration will be available to the board at the July meeting.*
- *Board Elections for July meeting.*
- *Health insurance options- premiums.*

EXECUTIVE SESSION

None

ADJOURNMENT

Commission Member Kerr made a motion to adjourn the meeting, Commission Member Dick made a 2nd, meeting adjourned at 8:18 p.m. Motion passed 3-0.

Next meeting currently scheduled for Wednesday, July 21st, 2021 at 7:00 p.m. at the BCRC Office.