

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
July 22nd, 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 via phone
- Dustin Ward
- Ginny Honomichl
- Melissa Stultz
- Sean Hare, Commission President
- Matt McClure, Director

APPROVAL OF AGENDA

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

PRESENTATIONS

1. Doug Kerr Appreciation

Former Commission Member Doug Kerr was recognized for his years of service to the board. Doug's term expired in July of 2021 and is not renewing his term. The board thanked him for his service and Mr. Kerr expressed his appreciation to the board for the work that has been done during his term and wished BCRC the best moving forward.

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from the June 16th BCRC Board Meeting
2. Approval of the continued use of the Official Depositories as:
 - Kansas State Bank- Money Market and Wellness Festival
 - Mid-America Bank- Money Market and Certificate of Deposit
 - Baldwin State Bank- Checking Account, Petty Cash Account and Money Market
3. Approval of Official Newspaper of Record- Lawrence Journal World
4. Approval of Attorney- Recommend retaining Blake Glover
5. Approval of Freedom of Information Official- Matt McClure
6. Approval of Meeting Day and Time

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

OLD BUSINESS

None

NEW BUSINESS

1. Approval of Financial Statements from June 2021

Commission Member Stultz made a motion to pass the Financial Statements from June 2021, Commission Member Honomichl made a 2nd, it passed 5-0.

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
July 22nd, 2021
7:00 p.m.

2. 2021-2022 Health Insurance Rates

Director McClure shared with the board some options for health insurance premiums for the 2021-2022 budget year. Premiums have increased over the previous year and the board has opted to increase the pool available to help cover premiums from \$5000 to \$5200. A motion was made by Commission Member Dick and a 2nd was provided by Commission Member Honomichl. The motion carried 5-0.

3. Election of Commission President

Sean Hare was unanimously elected President of the BCRC Board for the 2021-2022 budget cycle. The vote carried 5-0.

4. Election of Commission Vice President

Melissa Stultz was unanimously elected to remain Vice-President of the BCRC Board for the 2021-2022 budget cycle. The vote carried 5-0.

5. Election of Commission Secretary

Ginny Honomichl was voted to the Secretary position by a 4-1 vote for the 2021-2022 budget cycle. The vote carried 4-1.

DISCUSSION ITEMS

1. Update on Commission Terms

Director McClure shared with the board their terms, how long they are, when they expire.

2. July 3rd Recap

Director McClure shared high lights of the Independence Day show with the board.

McClure shared some pictures of the event and from various outlets, the crowd estimates are around 4,000 people were in attendance. McClure shared what went well and planned layout for 2022.

3. 2021-2022 Budget Process

Director McClure shared with the board the planned 2021-2022 budget and the hearing, along with the Revenue Neutral hearing will take place on Wednesday, August 25th.

4. Senior Advisory Committee

Director McClure discussed the idea of developing a Senior Advisory committee that will serve as sounding board for Senior related activities, events and trips. The committee will discuss what is working, what is not and how we can better serve the Senior population. The committee is currently being formed and will look to meet for the first time in August.

COMMISSION REPORTS

Staff Reports-

- Baseball/Softball/T-Ball/Little Sluggers games are wrapping up on July 16th.
- The Blues season has almost come to an end, they are potentially playing their first post season game at home on July 20th. If they lose that series their season will be over.
- Sunday afternoon cornhole league has finished up with Thursday cornhole league potentially finishing on July 15th, pending weather, if not it will be moved to Thursday, July 22nd.

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
July 22nd, 2021
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- We have opened registration for our next “End of Summer” cornhole league which is on Sunday afternoons beginning August 1st and running through August 29th. 15 teams have currently registered, and we will take a max of 28. Registration ends on July 23rd.
- Jr. & Snag Golf finished up the week of July 5th. We did not have enough participants in the July sessions to have a league, so those few participants were refunded.
- Registration has begun for youth fall volleyball, flag football and soccer. Registration deadline is August 6th for all sports. Volleyball games have now been changed to playing games on Thursday nights instead of Tuesdays like it has been for several years. The league thought this may be best as it could help get high school age officials who usually play on Tuesday nights.
- Fall Start Dates:
 - All practices will begin the week of August 23rd.
 - Flag Football Games – September 14th & 16th
 - Volleyball Games – September 14th
 - Fall Soccer – September 11th
 - Micro Soccer – September 12th
- Adult Slow Pitch Softball registration will start August 2nd with registration ending September 3rd. Games will be played on four consecutive Sunday afternoons beginning September 12th.
- Indoor Pickleball began July 12th at the Primary Center. Pickleball will continue to utilize the gyms on Monday evenings through the rest of the year. The first night drew 12 players.
- DICK’s Sporting Goods is sending us 600 promotional items (jaw string bags, water bottles & phone chargers) to give away at our special events this fall.
- Whitney Kesler has completed her CYSA (Certified Youth Sports Administrator) Certification in June through the NAYS Academy
- Whitney Kesler will be attending the KRPA Women’s Leadership Summit in Edgerton, KS on August 24th.
- Senior Programming
 - July 12 - Coffee Talk (3 participants) moving to 3rd Friday and back to BCRC office.
 - Tuesday/Thursday Cards (3-8 participants)
 - July 22 - Lunch Bunch El Patron 11:30 am
 - August 4 - New Theatre Restaurant (The King in Concert) 20 tickets (18 participants)
- Fitness Class
 - Tuesday/Thursday 6pm water aerobics (5 participants)
 - Monday/Wednesday/Friday No Class until fall
 - Tuesday/Thursday 7am water aerobics (6 participants)
 - Yoga-(Om Grown instructor) (9 participants)
- Pool
 - Pool Closes 8/8/2021. Staffing continues to be a challenge at the pool.

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
July 22nd, 2021
7:00 p.m.

- Swim Lessons Session 1: 6/21/2021-7/1/2021- 65 participants
 - Swim Lessons Session 2: 7/12/2021-7/22/2021- 150 participants
 - Swim Lessons Session 3: 7/26/2021-8/5/2021
- Swim Team 2nd home meet on 7/7/21; 150+ people (participants and spectators)
- Swim Team Championship meet on 7/17/2021.
- Monday Pool Parties
 - 6/15/2021- 3-5 grade; 75 participants
 - 6/29/2021- 6-8 grade; 99 participants
 - 7/12/2021- 3-5 grade; 33 participants
 - 7/26/2021- 6-8 grade
- Day Camp
 - Field Trips:
 - 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
- Payroll weeks are very busy with around 70 employees.
- 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 60 new faces, had 6,042 post engagements, and have reached over 15,322 people! This is the most we have reached since the Administrative Marketing Coordinator position was introduced.
 - In the last 28 days on our Instagram page, we have added 29 new followers, we have increased our accounts reached by 16.5%. We also increased our content interaction by 76.6%.
 - BCRC spent \$60.90 on 3 ads in the last 60 days. We reached almost 9,000 people and had 2,700 post engagements with 186 link clicks.
 - Live videos at each event.
 - Engagement on social media this month is going very well, we have added 106 new follows on Facebook since AMC position was introduced.
- Bulk Emails
 - The aim is to send out an email every Monday regarding upcoming deadlines, events and activities.
- Rentals
 - Sullivan Square is getting rented out frequently for events in Baldwin City.
 - Om Grown Community Yoga

Record of Proceedings
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BCRC—705 High St.—Baldwin City, KS
July 22nd, 2021
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- Summer concert movie series
 - Summer Reading
 - Cornhole
 - Live on High
- Website
 - Updating weekly
- Working on:
 - Videos for events
 - Event pages for activities (soccer camp, summer concert movie series, smoke on the bricks)
 - Facebook posts
 - Graphics for ALL events
 - Smoke on the bricks
 - Maple Leaf Gravel Grind
 - Maple Leaf Beer Wine Spirit Fest
 - Big Hair on the Square
- Turf maintenance at Sullivan Square.
 - Aeration, fertilizer and gypsum added to turf to assist with water penetration to roots and also to deepen the root system.
- Special event assistance. The week of June 28-July 3rd resources were used for prep of the Independence Day show.
- Mowing.
- Pool maintenance.
- 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.
- July 3rd was a big success. After conferring, crowd estimates are in the 4,000 range. Many food trucks sold out, several opted to not be reimbursed for the staff/entertainment coupons that were presented. Plans for 2022 are already underway. July 2nd, 2022 will be the event date.
- 2021-2022 budget. Budget hearing and RNR hearing will take place on Wednesday, August 25th.
- Maple Leaf Beer, Wine and Spirit Fest Update:
 - 7 wineries committed.
 - 2 breweries committed.
 - 1 distillery 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

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wineries/breweries and Kansas ABC to ensure smooth event. Ticket sales are underway.

- Summer Concert and Movie Series:
 - June 12- Ghostbusters and [Steve Bankey and the Flatlanders](#)
 - ~~July 10-~~ August 28th- The Sandlot. This is rescheduled from the 10th of July. This will be a movie only event, as the band is not available.
 - 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

- *Kudos to Melissa Stultz were extended by Ginny Honomichl on the league swim meet that took place on July 17th. Five different organizations took part in the well ran event.*
- *Commission Member Dick has received a verbal commitment from the Kansas State University fishing team to assist in a future fishing derby in Baldwin City. Commission Member Dick will work with the team to secure same dates that would work well.*
- *Commission Member Ward inquired on the youth sports team formation survey. Director McClure will share the results with him via email.*
- *The free sunscreen program put together by Olivia Kerr as part of her Girl Scout project has been a success. The pool and sports complex each provide free sunscreen to those in attendance at those facilities.*

FUTURE AGENDA ITEMS

- *August budget meeting.*
- *Board training in September.*
- *Potential work session to revisit strategic plan.*

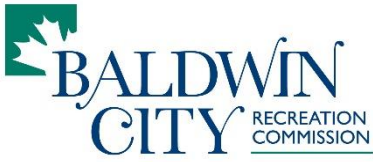
EXECUTIVE SESSION

The board will retreat to executive session to discuss non-elected personnel.

Commission Member Stultz made a motion to retreat to executive session to discuss non-elected personnel. Commission Member Honomichl made a 2nd. The motion carried 5-0 to retreat for 10 minutes beginning at 8:52 to 9:02. No action was taken upon coming out of executive session.

ADJOURNMENT

Commission Member Ward made a motion to adjourn the meeting, Commission Member Stultz made a 2nd, meeting adjourned at 8:18 p.m. Motion passed 5-0.



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Next meeting currently scheduled for Wednesday, August 25th, 2021, at 7:00 p.m. at the BCRC Office.