

Record of Proceedings
BALDWIN CITY RECREATION COMMISSION
BCRC—705 High St.—Baldwin City, KS
August 25th, 2021
7:00 p.m.

CALL TO ORDER BCRC RNR HEARING

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 via zoom
- Sean Hare, Commission President
- Matt McClure, Director

At 7:00 p.m. the 2021 BCRC Revenue Neutral Rate hearing was called to order. No one from the public attended this hearing. Commission Member Honomichl made a motion to exceed RNR for the 2021-2022 budget cycle, Commission Member Ward made a 2nd, the motion passed 4-0.

CALL TO ORDER BCRC BUDGET HEARING

At 7:02 p.m. the 2021 BCRC budget hearing was called to order. No one from the public attended this hearing. Commission Member Dick made a motion to approve the budget for the 2021-2022 budget cycle, Commission Member Ward made a 2nd, the motion passed 4-0.

CALL TO ORDER BCRC MONTHLY BOARD MEETING

APPROVAL OF AGENDA

Commission Member Honomichl made a motion to approve the agenda, under the condition that under New Business, that it is edited to read "Approval of July Financial Statements" rather than June. Commission Member Hare made a 2nd, motion passed 4-0.

PRESENTATIONS

1. City regarding Bauer Building- Glenn Rodden, Casey Simoneau, Corey Venable
Mayor Simoneau made a presentation to the BCRC Board about the Bauer Building. Mayor Simoneau indicated he is in the process of raising 200-300 thousand dollars in private funding to assist in the renovation of the Bauer Building. The remaining dollars will be met with tax credits and the existing quality of life sales tax that would transfer from the Library to the Bauer Building beginning in 2027. Mayor Simoneau is asking the Recreation Commission to manage the space. The Board asked some questions to Mayor Simoneau and City Administrator Rodden. The Board thanked Mayor Simoneau, City Administrator Rodden and Council Member Venable for the presentation and they will discuss.

PUBLIC COMMENTS

None

CONSENT AGENDA

1. Approval of Minutes from the July 22nd BCRC Board Meeting

Commission Member Dick made a motion to approve the Consent Agenda, Commission Member Honomichl made a second and the agenda passed 4-0.

OLD BUSINESS

None

NEW BUSINESS

1. Approval of Financial Statements from ~~June~~ July 2021

Commission Member Dick made a motion to pass the Financial Statements from JULY 2021, Commission Member Honomichl made a 2nd, it passed 4-0.

DISCUSSION ITEMS

1. Sara Johnson

Commission Member Honomichl shared with the board Sara Johnson recently had passed and wanted the board to know her family is grateful for the financial assistance provided by BCRC recently.

2. Public Correspondence

Commission Member Hare shared with the board a recent email that was received from Nancy Arnold commending the board and Recreation Commission staff on a well-done pool season. She also shared some ideas moving forward on lap swim policies and rules that could be implemented to enhance the overall lap swim/morning exercise experience.

3. Senior Advisory Committee

Director McClure shared with the board that he will begin making phone calls to establish the Senior Advisory Committee. President Hare indicated he would like an update at the September meeting details on the Senior Advisory committee.

4. Marketing Plan

Director McClure shared with the board that work is underway on the BCRC marketing plan. At the September meeting Director McClure will provide a timeline as to when it will be completed.

COMMISSION REPORTS

Staff Reports-

- Current Registration
 - Flag Football – 85 +15 kids from 2020
 - Fall Soccer – 161 +43 kids from 2020
 - Volleyball – 51
 - Adult Slow Pitch – 3 Teams
 - Fall Cornhole League – 6 teams with
 - Slow Pitch & Fall Cornhole deadline on September 3rd
- Coaches Meetings for all sports were on Tuesday, August 17th and Wednesday, August 18th.
- Fall Start Dates:

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- 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 12
- Currently seeking employment for all fall sports leagues consisting of officials and supervisors
- Whitney, Tammy and Kristin will be attending the KRPA Women's Leadership Summit in Edgerton, KS on August 24th
- Before School Care
 - 12 participants the last two days. 42 participants enrolled – Not all will attend, a lot of parents just pay the fee just in case they may need it at some point. Some parents just check the box and then when the invoice comes, they tell the school they do not need
- After School Program
 - 40 participants enrolled (12 on the waiting list) If we can find more staff, we will be able to get those 12 enrolled as well. We are recruiting hard right now
- Seniors
 - August 4 – New Theatre; The King in Concert (20 participants)
 - August 25 - Lunch Bunch at Flat Lander's
 - August 27 – Coffee & Donuts
 - Tuesday – Chair Yoga
 - Tuesday/Thursday – Cards
 - Wednesday - Dominos
 - Friday – Pinochle
- Fitness Class
 - Tuesday /Thursday 5:45pm (6 participants) monthly program
- Pool
 - Pool Closed on Sunday, August 8, 2021
 - Lifeguard Training and Water Safety Instructor Training have been scheduled for 2022
 - Sending out handwritten cards to all staff thanking them for a great season
- Day Camp
 - Day Camp closed August 6, 2021
 - DC Staff did a fabulous job.
 - 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
 - Entering information daily to keep up with continuous deposits

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- July has been the busiest month yet
- Social Media
 - In the last 28 days on our Facebook page, we have had added 56 new faces, had 3,545 post engagements, and have reached over 18,741 people!
 - In the month of July on our Instagram page we have added 21 new followers, we have increased our accounts reached by 12.5%. We also increased our content interaction by 28.5%!
 - We boosted Big Hair on the Square for \$30 and reached 5,000 people with 158 event responses.
 - Live videos at each event
- Bulk Emails
 - We have been sending out emails every Monday
 - I am wanting to purchase an unlimited email plan to help boost programs and events
- Rentals
 - Rentals are still continuous
- Website
 - Updating weekly
- Working on
 - Videos for events
 - All the events
 - Facebook posts
 - Graphics for ALL events
 - Smoke on the Bricks
 - Maple Leaf Gravel Grit
 - Maple Leaf Beer Wine Spirit Fest
 - 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.
 - Live on High
- Website
 - Updating weekly
- Working on:
 - Videos for events

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- 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
- Turf Maintenance
 - Aeration, fertilizer and gypsum added to turf to assist with water penetration to roots and also to deepen the root system
 - Working to stay ahead of local pockets of Army Worms that have been spotted throughout the community
- Special event assistance. Resources being used for Smoke on the Bricks
- 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.
- 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 wineries/breweries and Kansas ABC to ensure smooth event. Ticket sales are underway.
- Summer Concert and Movie Series:
 - June 12- Ghostbusters and [Stave 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.
- KRPA Board Meeting on Wednesday, August 25th in the KC Metro Area.
- Continue to meet monthly as the Secretary of the Board for the Baldwin City Chamber of Commerce.

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OTHER

- *Commission Member Honomichl requested the need for money bags, the creation of handicap parking and a storm emergency plan for the 2022 Smoke on the Bricks event.*

FUTURE AGENDA ITEMS

- At the September meeting at 5:30p.m., there will be board training provided by representatives from KRPA. This will precede the regularly scheduled meeting at 7:00p.m.
- SOTB Presentation
- Senior Review
- Marketing plan update
- Bauer Building

EXECUTIVE SESSION

Commission Member Honomichl requested an executive session from 8:20 p.m. to 8:30 p.m., Commission Member Ward made a 2nd. The board recessed into executive session to discuss non-elected personnel. Motion passed 4-0. No action was taken upon coming out of executive session.

ADJOURNMENT

Commission Member Dick made a motion to adjourn the meeting, Commission Member Ward made a 2nd, meeting adjourned at 8:31 p.m. Motion passed 4-0.

Next meeting currently scheduled for Wednesday, September 15th, 2021, at 7:00 p.m. at the BCRC Office.