

Recreation Advisory Board
October 17th, 2019
Meeting Minutes

Attendance: Nic Palmer, Alan Swank, Travis Gatling, Shauna Switzer, Brandon Thompson

City Staff: Andrew Chiki, Terri Moore

Guests: William Laterza

Call to Order: The October meeting of the Recreation Advisory Board was called to order 5:37

Introduction: William Laterza was introduced as a student observing the advisory board meeting.

Approval of Minutes: Motion to approve September minutes was made by Travis. It was seconded by Shauna - passed unanimously.

Old Business

Farmer's Market

- Terri reported a forum was held September 27th from 9 AM to noon. A debrief was held at 1 PM the same day with PPS.
- Alan said he posted on the East Side Neighborhood Association Neighborhood Association an overview of the forum.
- Alan brought up concerns voiced that the time of the event was changed and it wasn't a drop-in meeting. He also stated that when discussion of the appropriateness of the site was brought up, the conversation was shut down.
- Terri reported that she believed Paul Logue will be scheduling another forum for an evening event.
- Andrew said that there are projects that need done on the Community Center campus, but they have been held back from investing until the farmer's market decides location. He also pointed out that while bringing the farmer's market could be financially advantageous, they want to ensure they are not cannibalizing current assets.

Advisory Board Retreat

- Terri reports the date of November 8th is confirmed, to be held 9 AM to 1 PM at Arts West. It is on the Mayor's schedule.

National Girls and Women Sports Day – Alan reported:

- the event is scheduled for February 1st 2020 from 9 AM to 12 PM.
- the keynote speaker will be the VP of Global Sales for Nike and an Ohio University Graduate.
- a wide range panelist representing sports including cycling, softball, and soccer.
- a request was made for more question and answer time this year.
- he will be delivering fliers to high school sports teams and coaches within a one-hour radius of Athens to promote the event. He also said there would be email and social media campaigns.
- Andrew reported there was a max capacity of 227-300 in multipurpose rooms ABC at the community center. It was pointed out they could move to or expand to the gym if needed.
- Terri reported that a grant was submitted to the Athens Foundation for funding. Also, an award application was submitted to Ohio Parks and Recreation.

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New Business

Winter Park Maintenance Plan – Terri reported:

- she would like to discuss the maintenance plan and map at the retreat
- the restrooms would be closed starting October 25th. She also said there would be field maintenance to be done at West State Street, which includes painting and counting bases for replacement.
- she outlined outdoor maintenance to be done at parks; uplifting trees, clearing vegetation, stumps, and dead trees, and servicing equipment.
- the maintenance garage will be reorganized to accommodate the new lands department acquisition; several new employees.

Board Retreat Items – Terri reported:

- a number of items to cover at the board retreat; introduce priorities for 2020, outline the need for a master plan, which she would like to outsource. She would like to address a comprehensive maintenance plan and cost recovery plan.
- she stated a topic of discussion would be the mission and vision statements, and another topic would be the structure and responsibility of the board. Mark will pull together a document using resources from National Parks and Recreation.
- Terri had put forward the idea of break-out sessions with program specialists. However, it was questioned if they would be able to cover each area in depth in given amount of time.
- Alan suggested making maybe a longer meeting one month.
- Andrew suggested making meetings for next few months focus on the various areas with new, clearly-defined mission statement and vision.

Staff Report

Summer Camp- Andrew reported:

- Andrew reported the number of kids enrolled this year increased from 60 to 64 children per week. Income increased by almost \$10,000. More was spent, but revenue was positive.
- Andrew mentioned they changed some trips in part for cost savings and partly to better accommodate wide age ranges' needs.
- Terri brought up that one expense was a dog handler for a child with autism. Andrew mentioned a need for a behavior specialist as number of children with sensory disorders increased from five to fifteen this year.

Pool Report

- Andrew reported that this was the first full year of operation due to late start last year. This also meant that electric service started earlier as well as other new factors in expenses.
- Andrew said the pool brought in \$195,000 and some change with the highest source of income from admissions, followed by annual passes. Expenses equaled to about \$6,000 loss, which is good in comparison to other similar facilities and age.
- Andrew reported swim instruction had an increase over last year and the year before.

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- Andrew said changes were made in response to survey results from last year including shade, chairs, and opening times. He added they may tweak some of those times in 2020.
- Andrew discussed the increase in healthy food at concessions at customers' request, which did surprisingly well. He also said adding a new point of sale for ordering supplies cut down on overstock at end of year. They sold approximately 28,000 products in concessions and served about 31,000 people.
- Andrew also mentioned there was a more than expected increase in rentals this year.

ACC Operation/Programs – Terri reported:

- the new Arts, Parks, and Recreation logo is expected to roll out in November
- Arts West is working on painting, tiling, and re-doing the green room
- planning to remove landscaping around the fountain at Athens Community Center
- a quote received for a 14' x 14' shelter for Sells Park. A fountain and fix-it station has already been added. She would like to replace old bike racks and reconfigure parking lot.
- APR to assessing cost recovery as budget is due November 1st. A review will be done with Andy and the Mayor mid - November.
- New Operations Specialist Katlyn is working on a website with Civic Plus, putting events on online calendar and city newsflash. Terri reported they've also recovered Twitter account, and Katlyn is working with program specialists for Facebook posts along with periodic posting on Instagram. Terri says the goal is to begin external marketing January next year and perhaps looking at strategic marketing plan in 2020.
- Alan began a conversation about cost recovery by suggesting the membership prices be evaluated, which Terri said she hoped the cost recovery plan would give them that data. She also stated a need for a policy when it comes to non-profit fees for rentals.
- Alan suggested holding off on painting and carpeting Habitat House until they are certain what the building will be used for.

Other Items

Halloween

- Terri said she had a conversation with Brandon about the future of the Halloween event. The current thought is Parks and Recreation may occupy the 1 PM to 6 PM time slot.
- Halloween Game Night at the community center will happen this year but may be discontinued next year.

Movie by Moonlight Event

- Andrew reported Com Corp volunteer Hannah collaborated with many organizations, who sponsored the event. This included the College of Medicine coming to do health assessments to promote a healthy Halloween
- Andrew stated it was a good test about using the space behind the community center, and they are considering expanding in the summer, perhaps even at the pool.

Alan made a motion to adjourn and it was seconded. The meeting adjourned at 7:16 PM.