



Centre Region Council of Governments  
**CENTRE REGION PARKS AND RECREATION BOARD**  
**CENTRE REGIONAL RECREATION AUTHORITY**

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*Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton*

## ***Approved Minutes of Regular Meeting***

Thursday, 19 January 2012 at the COG Forum Room

### **I. CALL TO ORDER and ROLL CALL**

Chair Sue Mascolo called the meeting to order at 12:15 P.M.

Board members attending (5 of 6):

Sue Mascolo, Chair	Kathy Matason
Roy Harpster	Chris Hurley
Donna Ricketts	(Ms. Conway was unable to attend)
Staff: Director Ronald J. Woodhead	Rec. Supervisor Sports & Fitness Jeff Hall
Aquatics Supervisor Todd Roth	Rec. Supervisor Nature Center Molly Hetrick
Parks Supervisor Jim Carpenter	Sr. Ctr Supervisor Virginia Shawley
COG Executive Director Jim Steff	Rec. Supervisor Programs & Special Events Beth Lee
Others: Ferguson Twp. Supervisor Bill Keough	

### **II. REORGANIZATION FOR 2012**

#### **APPOINTMENTS**

Each official reappointment of Ms. Matason and Dr. Ricketts was approved by the College Township and State College Borough Councils, respectively. Dr. Ricketts will continue to represent State College Area School District. The current term of each volunteer Board member is:

Sue Mascolo	5 year term expiring 31 Dec 2013
Chris Hurley	5 year term expiring 31 Dec 2013
Roy Harpster	5 year term expiring 31 Dec 2015
Donna Conway	5 year term expiring 31 Dec 2015
Kathy Matason	5 year term expiring 31 Dec 2016
Donna Ricketts	5 year term expiring 31 Dec 2016

#### **2012 OFFICERS**

Following a motion by Mr. Hurley and seconded by Mr. Harpster the 2011 Board officers were reappointed in the same positions for 2012:

Chair - Sue Mascolo  
Vice-Chair - Roy Harpster  
Treasurer - Donna Conway  
Secretary - Kathy Matason

2012 MEETING SCHEDULE

The Board approved the schedule of regular meetings at 12:15 PM on the 3<sup>rd</sup> Thursday of each month:

3 <sup>rd</sup> THURS.	LOCATION	3 <sup>rd</sup> THURS.	LOCATION
16 Feb	COG Bldg. Forum Room	16 Aug	Millbrook Marsh Nature Center
15 Mar	COG Bldg. Forum Room	20 Sep	COG Bldg. Forum Room
19 Apr	COG Bldg. Forum Room	18 Oct	COG Bldg. Forum Room
17 May	COG Bldg. Forum Room	15 Nov	COG Bldg. Forum Room
21 Jun *	Bernel Road Park, Patton Twp.	20 Dec	COG Bldg. Forum Room
19 Jul	Centre Reg. Senior Center	17 Jan 2013	COG Bldg. Forum Room

\* Date corrected from agenda listing.

In addition and per the Board action below, Joint Meetings with the COG Parks Capital Committee were authorized for the 2<sup>nd</sup> Thursday of each month at 12:15 PM.

**III. COMMENTS FROM THE PUBLIC - none**

**IV. APPROVAL OF MINUTES -** Following a motion by Mr. Hurley and seconded by Ms. Matason, the minutes from 15 Dec 2011 meeting were unanimously approved.

**V. VOUCHER REPORT -** Following a motion by Mr. Hurley and seconded by Mr. Harpster, the December 2011 voucher report was unanimously approved.

**VI. COMMUNICATIONS**

Mr. Woodhead stated that on 14 Dec 2011, the state announced a \$300,000 grant award to the Authority for the Phase 1 development of Whitehall Road Regional Park. The application for this grant was submitted in April 2011. Including this grant, the Regional Parks Initiative has obtained \$1,028,000 in grant assistance for acquisition, planning and construction. For all projects (pool renewals, regional parks, nature center), the total increases to \$2,916,705.

In addition, information on the 2012 Grant Application Period has been announced by PA DCNR. While no regional grant applications are planned, the grant information has been relayed to the Municipal Managers for municipal park projects. Mr. Woodhead added that the State College Borough will submit for grant assistance with the Holmes Foster Park landscape improvements. He is not aware of any of the other municipalities that will be submitting grant applications for park projects in 2012.

**VII. COMMITTEE REPORTS**

**Municipal Boards & Committees: Issues & Updates by Board Members**

*Patton Twp. Rec. Advisory Committee:* Lee Ahearn (cross-country ski enthusiast) prepared a proposal for the Committee’s consideration to create a groomed path for cross country skiing. The area of interest includes Circleville Park and the adjoining open space areas. The Committee indicated that they are supportive of this idea. They will begin next winter and start out with manual grooming equipment. All labor would be performed by the ski group at first. If the sport evolves, then Parks and Recreation will consider further maintenance needs at that time.

*Harris Twp. Park & Recreation Committee:* Held their reorganization meeting. Ms. Eve Rhodes will Chair the committee with Bob Potter as Vice Chair. The plan of work was outlined for 2012 and will be finalized in January.

*College Township:* Jim Carpenter attended their 16 Jan 2012 meeting and met the members. Discussions included the sand volleyball court repairs at Spring Creek and Dalevue Parks. The township is also discussing the possibility of a community garden at one of the parks in the area. The board will remain the same in 2012 with Greg Hayes as Chair and Kathy Matason as Vice Chair.

*State College Area School District:* The Summer Youth Fair will be held Sat. 4 Feb 2012 at the Mt. Nittany Middle School.

*Ferguson Township:* No report.

### **COG Parks Capital Committee**

Following a motion by Ms. Matason and seconded by Dr. Ricketts, the Board unanimously approved advertising the joint meeting scheduled with the Parks Capital Committee on Thur. 9 Feb 2012. This will provide for joint meetings as needed in order to address 2012 Agency Goals.

### **Nature Center Advisory Committee**

The committee did not meet. Their next quarterly meeting is scheduled for 14 Mar.

## **VIII. STAFF REPORTS**

### **Director's Report**

Mr. Woodhead reviewed the December Activity Report, Fall 2011 Program Report and 2011 Agency Highlights. There is a great deal of effort put into each program and activity; Mr. Woodhead thanked the staff and Board for their efforts and hard work in 2011.

### **Supervisor Highlights**

*Molly Hetrick - Recreation Supervisor - Nature Center* - currently scheduling local school districts for field trip visits (Bellefonte, State College and Penns Valley). Summer camps will be on-line by February 1 when camp registration opens. There are two new camps "Time Travelers Camp" and "Eco-Explorer's Camp."

*Jeff Hall - Recreation Supervisor for Sports & Fitness* - programs are ongoing with current focus on Hess Field scheduling and concessions.

*Beth Lee - Recreation Supervisor for Programs & Special Events* - the Active Guide was published in the CDT on 18 Dec 2011, earlier than normal in order to get the word out well before the programs start. This gives residents the downtime during the holidays to review the offerings. Staff continues to promote programs on radio, Facebook, e-Newsletters (to over 550) and Active Net e-mails (to over 5,000 residents). A new fitness/dance program called Clogging is being offered with 5 enrollees. Our spring intern, Meagan Quail from Lock Haven University, will start on January 30 and be with us through April. Summer camps are being developed and will be ready for registrations starting February 1.

Mr. Hurley asked, in light of recent local events, what the agency does to protect children from inappropriate behavior by an adult during camps and programs. Ms. Hetrick reviewed the agency's Child Safety Policy (posted at [www.crpr.org](http://www.crpr.org)) which stipulates that all applicants provide a Criminal Background Check Certificate and Child Abuse Clearance. Then the Director runs a National Criminal Background Check and Soc. Security Number Verification prior to being offered a position. These documents are then valid for 2 years. In addition, all programs have a "two adult rule" so that staff members are not alone with children. Staff is also trained prior to camps to not put themselves into a situation where it is the staff member and a child alone if at all possible. Kids are also encouraged to use the buddy system so they are not left alone with one adult. Beth Lee indicated that as a Certified Day Camp, CRPR is considered a Mandatory Reporter which must report suspect behavior on the part of any adult. This is emphasized at training prior to the start of summer camp each year. Mr. Hurley thanked staff for their diligence regarding this matter.

*Virginia Shawley - Senior Center Supervisor* - The center is offering some new programs this spring "The Gab Fest" which is where folks talk about their genealogy while being filmed. Once complete, the senior is given a copy of the DVD. The Bingo Bunch is also new and popular. Staff is researching branching out with a version of The Red Hat Society and calling it the Sassy Lassies. Staff is also working on obtaining sponsors for the 2012 Senior Games.

*Todd Roth - Aquatics Supervisor* - preparing operational supply & equipment quotes to prepare for opening day. With the new facilities, the focus will now be on utilizing each pool to their maximum potential. There are new Red Cross Training guidelines for lifeguards that are being reviewed.

*Jim Carpenter - Parks Supervisor* - staff has completed refurbishing benches at Fairbrook Park and they look much better. All equipment (mowers, etc.) are being serviced and cleaned. The ice rink is set up but there has not been enough cold weather to open the rink yet. Seasonal applicants are also being reviewed for 2012.

**IX. INFORMATIONAL ITEMS**

**Hess Softball Field Complex** - Mr. Woodhead and Mr. Hall updated the Board on the tentative 2012 event schedule. Mr. Hall is working with the Visitor's Bureau on whether there will be ample hotel space for each tournament. The women's leagues has requested space at Hess during the week. Mr. Hall and Mr. Hurley met with the Concessions Manager at the Bryce Jordan Center to discuss ideas to attract vendors to sell food at the Hess Field Softball Complex. The consensus for this season is to keep it simple and get someone who will provide service on a regular schedule. Staff is working on the RFP to be advertised. There will be a pre-game Rededication Ceremony on Wednesday, 9 May 2012 at 5:30 PM at Hess Field.

**Sportfield Lease with State College Area School District** - The current 10-year lease to permit CRPR operation of 5 sportfields at 3 elementary schools (8.5 acres total) expires in March. The proposed renewal lease (at \$1 per year) was presented for Board information. Action will be requested following adoption by the District.

**2012 Seasonal Job Announcements** - The details of all seasonal Winter, Spring & Summer positions with CRPR was provided for Board information. Advertising for new applicants and returning staff is now underway.

**X. ACTION ITEMS**

Following a motion by Mr. Hurley and seconded by Ms. Matason, the 2012 Agency Goals & Work Plan was approved. These goals will be posted on the crpr.org website.

**XI. ADJOURNMENT**

The meeting was adjourned at 1:15 PM with a motion by Mr. Hurley and seconded by Ms. Matason.

**FUTURE MEETING SCHEDULE**

- COG Parks Capital Committee: Thursday, 9 Feb at the COG Forum Room, 12:15pm
- Centre Regional Rec. Authority: Thursday, 16 Feb at the COG Forum Room, 12:15pm

THE NEXT REGULAR MEETING has been scheduled for  
**Thursday, 16 Feb 2011, 12:15 PM at the COG Forum Room**

*These minutes were approved by the Board on Thursday, 16 Feb 2012.  
They will now be distributed to Municipal Managers, SCASD and posted on the CRPR website.*

Meeting summary prepared by Chrissy Kisslak, CRPR Office Manager  
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