

CENTRE REGIONAL RECREATION AUTHORITY
***APPROVED* BOARD MEETING MINUTES**
Thursday, 21 Feb 2013

I. CALL TO ORDER

Chairperson Mascolo called the meeting of the CRRA Board to order at 12:15 PM in the COG forum room with the following individuals in attendance:

Board (4 of 6): Mses. Mascolo, Matason, Ricketts; Mr. Harpster

Others: Messrs. Woodhead, CRPR Director; Viglione, COG Finance Officer; Carpenter, Parks Supervisor; Roth, Aquatics Supervisor; Hall, Recreation Supervisor; Keough, Ferguson Township; Warner, Harris Township; Mses. Tourscher, Program Manager; Lee, Recreation & Special Events Supervisor; Clitherow, Acting Senior Center Supervisor; Kisslak, Office Manager; Jackson, CRPR Staff Assistant

II. COMMENTS FROM THE PUBLIC

No comments were offered.

III. APPROVAL OF MINUTES

Motion was made by Mr. Harpster and seconded by Ms. Matason to accept the minutes of the January 17, 2013, CRRA Board meeting as presented. Vote in favor of the motion was unanimous.

IV. VOUCHER REPORT

Motion was made by Dr. Ricketts and seconded by Ms. Matason to accept the January 2013 vouchers as presented. Vote in favor of the motion was unanimous.

V. COMMITTEE REPORTS & MEMBER UPDATES

Harris Township is hoping to turn over Harpster Park to COG for park maintenance by summer. Park benches will be ordered by the Township to match the CRPR benches. Eventually the park plan provides for a pavilion and possible perimeter trail for walking or bicycling. Dr. Ricketts (SCASD) encouraged participation in the second community forum with regard to the high school building project. The meeting is February 28 at 1pm in the High School South. Ms. Mascolo noted that Ferguson Township has prepared a grant application for Phase 1 of the Westfield - Hillside Farm Estates Park in Pine Grove Mills.

VI. STAFF REPORTS

The January activity report was outlined by Mr. Woodhead. Ms. Mascolo noted that compared to last January, revenue for this January is down over \$3,200. Mr. Woodhead compiled a Facility

Rental Fee History for pavilions and sports fields from 2009-present. The Millbrook Marsh Nature Center barn capacity has been increased from 80 to 170 which should increase the number of rentals of the barn. Ms. Matason said that it was good that barn capacity increase was requested.

Ms. Tourscher noted that there were 33 applicants for the Senior Center Supervisor position and seven candidates will be interviewed in the first round on February 25. The three top finalists will be interviewed the week of March 4. The new supervisor should begin work sometime in April if all goes well.

The bids for concessions, vending and portable toilet contracts will be advertised this month and awarded by this Board in March.

The updates to the Whitehall Road Regional Park Master Site Plan will be presented to the General Forum on Monday, February 25; their unanimous approval is required.

The Staff Supervisors gave their highlights for the month of January. Some items of note: Earth Day Birthday will be April 14, 2013 at the nature center. In addition to the donor recognition ceremony (at 3 PM) for the SCEB project, there should be some new displays in place prior to the event. 291 pool passes have been sold for the 2013 season so far with 93 days left until the pools open. There will be a new theatre camp offered this summer that will be operated by a group named Recreation Arts. The group has coordinated these musical camps around the northeast and provides all the staff and planning. The annual Easter Egg hunt will be Saturday, March 30 at 2pm at Orchard Park. The ice rink has been closed and opened based on the ice conditions. All supervisors are gearing up for summer staffing.

Mr. Woodhead introduced Ms. Jackson, CRPR Staff Assistant who is attending the board meeting as a job shadowing project for the front office staff of the agency. Ms. Jackson resides in Harris Township and is the "voice" of Parks and Recreation as she answers every incoming phone call to the agency.

Ms. Tourscher updated the board that there have been seven (7) advertising banners sold so far for display at Hess Field. This has generated \$3,000 in revenue.

VII. INFORMATIONAL ITEMS

A Donor Recognition Ceremony for the Spring Creek Education Building will take place on Sunday, April 14 at 3 PM. The Board is invited to attend, if possible, and they will be recognized.

Comcast Cares Day (also Park Partner Day) is scheduled for Saturday, April 27. The more volunteers in the parks, the more grant money that Comcast donates. These volunteers play a key role in prepping the parks for the season.

A ground breaking ceremony for the Oak Hall Regional Park will be schedule in the April/May time period depending on the construction schedule at the park.

There have been two requests from Sports Groups to place modular storage buildings on municipal parklands. The requests will be presented to Patton Township Manager for his recommendation on how best to proceed.

VIII. ACTION ITEMS

On February 7, 2013 the College Township Council unanimously approved allocating funding in the amount of \$45,000 from their capital reserve for the Oak Hall Regional Park. The stipulations outlined are that the funds go toward the construction of the Park Maintenance Building (per 4 add-alternates); the parking lot lights are reduced from twelve to six; and CRPR must establish regulations governing the hours of operation for said lighting.

Following a motion by Ms. Matason and seconded by Dr. Ricketts the board unanimously approved Resolution #03-2013 which awards the four construction contracts for the Oak Hall Regional Park Project (Site General, Building General, Building Electrical and Building Plumbing). This resolution supercedes the previously-approved Resolution #02-2013 which contained a mathematical error and did not include the Site General contract work.

Following a motion by Mr. Harpster and seconded by Dr. Ricketts the board unanimously approved Resolution #04-2013 which changes the name of the Authority to the "Centre Region Parks & Recreation Authority" and also transfers all responsibilities of the "CRPR Board" to the renamed authority. The name change will become official when each participating municipality approves a similar resolution confirming the changes.

Mses. Tourscher and Lee presented the new Parks and Recreation agency logo and how the logo will be utilized across the agency.

Following a motion by Mr. Harpster and seconded by Dr. Ricketts the board unanimously approved the request by staff to offer the "Aqua-Dog Fundraiser" at Park Forest Pool on September 8, 2013. Net proceeds will benefit the CRPR Youth Scholarship Fund and planting of shade trees at Oak Hall Regional Parklands.

Following a motion by Dr. Ricketts and seconded by Ms. Matason the board approved a request by the Penn State Center for Healthy Aging to utilize the senior center as a possible location to conduct research in the form of a kiosk to collect data from participants on a voluntary bases. The motion passed with a majority vote however Ms. Mascolo opposed the motion. The project will not last beyond the 2013 calendar year. The data obtained by this study could be valuable with regard to guiding new programs for the center.

IX. ADJOURNMENT

There being no further business, the February meeting of the CRRA Board was adjourned. The board will meet next on March 21, 2013.

Respectfully submitted,
Christeen J. Kisslak, Recording Secretary
Minutes approved by Board action: 21 Mar 2013