

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD
APPROVED REGULAR MEETING SUMMARY
June 18, 2015

I. CALL TO ORDER

Ms. Mascolo called the regular monthly meeting of the CRPR Authority Board to order at 12:15 PM in the COG Forum Room with the following individuals in attendance:

Board: (5 of 6 members) Sue Mascolo, Ferguson Twp.; Chris Hurley, Patton Twp.; Diane Ishler, Harris Twp.; Kathy Matason, College Twp.; Jim Dunn, State College Borough

Staff: Ronald J. Woodhead, Director; Niki Tourscher, Program Manager; Jada Light, Office Manager; Molly Hetrick, Nature Center Supervisor; Melissa Freed, Nature Center Program Coordinator; Jeff Hall, Sports Supervisor; Todd Roth, Aquatics Supervisor; Beth Lee, Rec. Supervisor; Jim Carpenter, Parks Manager; Carey Prebble, Staff Assistant, Susanne Gingher, Intern; Jim Steff, COG Executive Director; Joe Viglione, COG Finance Director

Others: Bill Keough, resident, plus a group of 5 residents regarding Pickleball.

Mr. Woodhead introduced Carey Prebble and Susanne Gingher to the Board. Ms. Prebble is the new front office Staff Assistant and Ms. Gingher is our Summer Intern. Ms. Gingher will be focusing on sports management; she will be helping with swim team coaching and with the softball tournaments.

II. COMMENTS FROM THE PUBLIC

There were no comments from the public.

III. APPROVAL OF MEETING SUMMARY

After Ms. Ishler recommended a few typographical corrections. Accepting those revisions, Mr. Hurley made a motion to accept the Meeting Summary for the May 21 meeting; Ms. Matason seconded the motion; it then passed unanimously.

IV. VOUCHER REPORTS

Ms. Ishler made a motion to accept the April Voucher Reports c/o the CRPR Authority. Ms. Matason seconded the motion; it then passed unanimously.

VII. ACTION & DISCUSSION ITEMS

Pickleball Requests: This action item was moved to the top of the agenda to accommodate the group of the residents who play the upcoming sport “pickleball” and have requested that CRPR add additional courts that are dedicated for Pickleball. This sport is very similar to tennis and can also be played on tennis courts by adding pickleball lines. Following requests addressed to the Board by the residents, the Director, as an interim step, proposed that each municipality authorize CRPR staff to add pickleball lines to two of their tennis courts, along with the appropriate signs authorizing both tennis and pickleball. Mr. Hurley made a motion to move forward in asking the municipalities for authorization to add the pickleball lines; Mr. Dunn seconded the motion; it then passed unanimously.

V. BOARD MEMBER ITEMS & UPDATES

Ferguson Twp. -No Report

Patton Twp. - Mr. Hurley reported that they had a meeting on Tuesday and that they will meet again on July 15. The planning for the Circleville Road Bikepath continues. The gardeners at the Haugh Tract have proposed to add some flower beds that they will maintain.

State College Borough - No Report

College Twp. -Ms. Matason reported there was a park tour on Monday but she was unable to attend.

Harris Twp. - Ms. Ishler reported that their meeting that was scheduled for last night was moved to next week.

VI. STAFF REPORTS

A. Director’s Report- Mr. Woodhead-

- Mr. Woodhead congratulated Nature Center Supervisor Molly Hetrick for her new position at the Schlow Centre Region Library and he presented her with a Certificate of Recognition for service. He also recognized Melissa Freed, who will be the Acting Nature Center Supervisor. Mandy Maguffey, who is currently working as a Program Leader, will be named as the Acting Program Coordinator.
- The front office is now fully staffed with the hiring of the new full-time Staff Assistant (Carey Prebble, who was previously introduced) and the part-time Staff Assistant (Lourdes “Lu” Skidgel), who will start work on Monday.
- **Staff Activity for May** (Attachment #3): The revenue numbers are now at 104% from where we were last year. The recent hot days, coupled with the end of school, have really helped.
- **Summer Staff Roster** (Attachment #4): The seasonal employee list is complete. There are approximately 195 employees working this summer with 111 working for aquatics.
- **Program Report Winter/Spring 2015 c/o Ms. Tourscher-** (Attachment #5) The sports teams are definitely growing due to the new fields. The bocce league is also growing. The Puddle Jumpers and the CEEL program through MMNC are great for preschool age children. Ms. Ishler asked why the adult class numbers are lower than last year. Ms. Tourscher explained that we had some turnover with instructors and that the lack of indoor space remains a factor. Mr. Steff asked why the nature center rentals are down. Ms. Tourscher answered possibly due to the parking issues and weather.

Project Updates-

- **Hess Driveway Improvement Project-** This project is complete except for the removal of the silt socks along the sides. The contractor did a great job.
- **Linden Hall Road Curbing & Guiderail-** We received approval from the Smith’s. The plans are going to PennDOT this week for their approval (since the work will be in PennDOT right of way. Then we should be able to go out for bid.
- **Nature Center Parking Area Project-** We are waiting approval from PA DCNR before going out for bid. Our plan is to have Linden Hall project & MMNC project go out to bid together, but still be separate contracts.
- **Agency Fundraising Feasibility Study-** Developing the Fundraising Study RFP is now on the top of the work list.

B. Staff Highlights

1. **Ms. Niki Tourscher, Program Manager -** Niki reported that she has been helping in the front office during the staff transitions. We are thankful that Carey has started work and that Lu will start work on Monday.
2. **Mr. James Carpenter, Parks Manager-** The fast pitch Softball tournament was this past weekend. There were over 60 teams. The crew did a great job and it went smoothly. The crews have been constantly working and try to be pro-active.
3. **Ms. Molly Hetrick, Nature Center Supervisor-** Ms. Hetrick reported that camps started this week and are going well. The mini-grant from PA DCNR for \$1,500 for kayaks was approved and that Walmart gave their verbal approval for matching that grant. Ms. Hetrick is working with Ms. Freed so it will be a smooth transition. Melissa is really looking forward to the new position as Nature Center Supervisor.
4. **Ms. Beth Lee, Recreation Supervisor-** Camps started this week. Everyone is adjusting to the new locations. The returning children and staff seem to be having the hardest time with it. The 11th Annual Touch-a-Truck Expo will be held next Saturday at the North High School. She continues to plan some new programs to offer.
5. **Mr. Todd Roth, Aquatics Supervisor-** There are currently swim lessons in the morning and evenings along with the Aqua Fit and diving classes. The diving classes seem to be popular this year. The pump motor that runs the spray features at Park Forest failed,

and it being rebuilt as soon as possible. The High School Project Manager continues to keep us very well informed of what's going on at the school. Todd is going to do a walk-through with him. We are just under 4,000 pool passes sold for the season, which is down about 8% from last year. The daily admissions have increased 30%. This is possibly due to the rainy weather (again).

6. Ms. Cindy Stahlman, Senior Center Supervisor- The Senior Games started on June 1. The Awards Luncheon is this Wednesday. There were a few events that got rained out. The seniors are excited about pickleball and we may add it for next year. They are getting questions daily about plans for the senior center relocation. Mr. Keough made a comment that Mr. Carpenter didn't give his crew and himself enough credit for the great job they do on the getting all the ballfields ready for tournaments. They did a tremendous job and the fields looked amazing. Mr. Keough wanted to confirm that so many park visitors also notice the great work.

VII. ACTION & DISCUSSION ITEMS

- A. Updating the CRPR Child Safety Policy- (Attachment #7) All recent law updates have been applied to this policy. If there are any further changes in the legislation it may lessen the requirements. The new state laws take full effect on July 1.
 1. Ms. Ishler asked why some employees do not need the FBI clearance while others do. Ms. Tourscher replied that those employees that are not directly responsible for the welfare of a child do not need the FBI clearance – per state law.
 2. Ms. Ishler asked if there was need for re-training. Ms. Tourscher confirmed that only one training is required (at the time of hiring).
 3. Ms. Ishler asked that since there is now a COG HR Officer, will she keep track of when employees need to renew their clearances. Ms. Tourscher replied that our agency will be keeping track.
 4. Mr. Keough asked if the background checks would be portable from different agencies. Mr. Woodhead responded yes as long as they are dated within the last 6 months.
ACTION: Mr. Hurley made a motion to approve the updated Child Safety Policy and Ms. Matason seconded the motion; it then passed unanimously.
- B. Parks Recycling Update- (Attachment #8) Ms. Adams, the COG Regional Refuse and Recycling Administrator, wanted thank everyone for the great work that agency has done with recycling at the parks. During 2011-2014, 3.94 tons of recycling materials have been collected.
- C. The 2016 Program Plan- (Attachment #9) The draft has been compiled and ready to give to COG Admin. Board member comments are welcomed as the Board has time to read through the draft document.
- D. Senior Center Facility Updates
 - S. Fraser St. Access- Fraser Street is currently one lane northbound. The County Van parking space is the same as usual but more difficult to access due to heavy traffic and illegal parking. The staff had to help unload a truck that was parked there in order to get it out of the way so the van could park. Ms. Mascolo mentioned that we have really good staff at the Senior Center.

VIII. RECESS FOR EXECUTIVE SESSION

The Chair recessed the meeting to hold an Executive Session on a matter involving real estate.

IX. ADJOURNMENT

At 1:30 PM, the regular meeting was called back to order and adjourned.

Respectfully Submitted,
Jada Light, Recording Secretary