

CENTRE REGION PARKS AND RECREATION AUTHORITY BOARD  
*APPROVED* SPECIAL MEETING SUMMARY

#01B

January 8, 2016

**I. CALL TO ORDER**

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

Board: Sue Mascolo, Ferguson Twp.; Diane Ishler, Harris Twp.; Chris Hurley, Patton Twp.; Kathy Matason, College Twp. (Absent with advance notice; Ms. Messick and Mr. Dunn)

Staff: Ronald Woodhead, Director; Niki Tourscher, Program Manager; Jada Light, Office Manager; Jim Carpenter, Parks Manager; Jim Steff, COG Director; Joe Viglione, COG Finance Director

Others: None

**II. COMMENTS FROM THE PUBLIC-** No comments

**III. CONFIRMATION OF BOARD RE-APPOINTMENTS-**

Mr. Woodhead informed the Board and Staff that Mr. Dunn and Ms. Ishler were officially reappointed by their respective municipality for 5-year terms. Each Board member that served in 2015 is an official member for 2016.

**IV. DISCUSSION & ACTION ITEMS-**

A. Senior Center Attendance Report- The attendance numbers at the Senior Center has increased significantly since the move to the Mall. That includes meals, recorded visits and program participants. Some seniors aren't even being recorded since they just stop in to see the new location and inquire about programs. The monthly average increased from 133 to 173 individuals visiting each month (Sept-Dec). Ms. Stahlman & Ms. Hacker chose to have Fundraising Bingo in the evening, hoping to get some younger, more-active seniors who are still working or volunteering during the day. They are also hoping to get some qualified volunteers come forward. They will need to look for some more help in the near future.

B. Senior Center Renovations-

1. Renovations to the Interim Space- The Mall has requested reimbursement via invoice for the renovations that took place in the interim space in August and needed in order for us to occupy new location. Action is requested to authorize reimbursement to the Nittany Mall for contractor renovations to the Interim Space for the Centre Region Senior Center in the amount of \$25,621.00. Mr. Hurley made a motion to approve that reimbursement to the Nittany Mall for renovations of the Interim Space for the Senior Center. Ms. Matason seconded the motion, which then passed unanimously.

2. Renovations to the Permanent Space-

Consultant Services- (Attachment #1) Mr. Woodhead reported that planning services provided by APArchitects has been very good. Per the proposal listed as Attachment #1, most of the design work has been completed. Action to approve the proposal from APArchitects LLC is requested with a motion that the Board approved the proposal for professional services. Mr. Hurley moved to approve the proposal for professional services from AP Architects LLC with a fee not to exceed \$28,200 plus up to \$150 in reimbursable expenses. Ms. Matason seconded the motion, which then passed unanimously.

Review Renovation Quotes- (Attachment #2) - We have obtained a demolition permit from codes and it's placed at the site. Mr. Woodhead reported that demolition by CRPR

is 70% complete with the ceiling tiles and floor coverings removed. It was decided to remove the slat-wall panes since there were too many holes. It will be covered with sheetrock by CRPR staff. The floor tile and carpet has been removed. The mall is very pleased with the demo work by CRPR staff. The mall is paying for roll-off at \$300 a month for disposal of the debris.

The Mall has agreed to extend the lease of the interim space by 3 months, which provides until April 30 to move into the new space. The Mall has been very cooperative throughout all of the renovations. The lease requires the rent as of January 1 to move from the interim amount to the larger space. The mall agreed to set aside the difference while the Senior Center is still in the interim space and apply those funds towards the upcoming renovations (= approximately \$500 / month for 4 months).

Mr. Popovich is finalizing the plan review with Centre Region Code Agency. They have approved the plans for the doors and restrooms using the capacity of 350 attendees so none of the plans need to change. The only challenge now is going to be the time and money.

The Mall has agreed to fully advance the renovations, if needed, with the repayment terms to be discussed. We are unable to move forward with anything until we have an approved funding plan. If looking at all the various quotes, the lowest amount for CRPR would be \$214,890, but this which be a will-to-exceed price since the mall may be able to obtain further price reductions.

Due to the lack of funding, only Alternates 1 and 2 are recommended (wall construction) and not the stepped-ceiling design and the LED lighting fixtures. It appears that CRPR needs to raise \$125,000, which will fund the difference between the approved 2016 Budget and the increased quotes. One possible option is to ask the county for another \$50,000 that will be repaid over 10 years. This would give us a fundraising goal of \$75,000. Ms. Ishler stated that if we used the fundraising consultants, we wouldn't have that process up and ready to go in time. It was suggested that we use our resources to prepare and mail out letters, including to those we know in our circles who have been supporters in the past. Mr. Woodhead replied that either fundraising consultant will work with us to do that. However, it is necessary that we go to COG and the County and provide an update. Mr. Steff stated that we can't sign a contract without the necessary funds. We may also have to go to the officials and request a budget change and Mr. Steff noted that we can't predict if they would approve it or not.

Mr. Hurley made the suggestion that CRPR draw up a fact sheet that we can give to people for fundraising. It would be good for individuals to see what impact the Senior Center has on the community. Mr. Woodhead suggested that we shouldn't ask the municipalities for more funds, but we do need their guarantee until we raise the funds. Ms. Ishler replied that this all takes time! Mr. Steff noted that in a perfect world we would be able to get on the agenda for the Finance Committee and General Forum meeting coming up and if they are ok with it, the proposal would be included for 2017+. Unfortunately, we can't predict anything.

Mr. Woodhead recommended that put any actions on the quotes be tabled until we get on the agenda for the Finance Committee meeting (Jan. 14). Mr. Steff commented that we need to make sure to make the point that it's not only a Senior Center but it will also be more space for other programs as well. Ms. Tourscher mentioned that we are not only giving seniors a space to come to, but we give them essential services such as meals and transportation. Mr. Woodhead is concerned with the fundraising and how it's packaged and relayed. It must be a positive message. The most immediate steps that need to happen are 1. Proceed to meet with some potential, major donors, 2. Provide an update to the COG Finance Committee, and 3. Meet with the County. Ms. Matason commented that getting moved into the permanent location is the main priority. Fundraising will be great for the future but we need to do anything we can here and now. Mr. Popovich suggested additional discussions with the mall owners in NY. It is essential that we list all of the accomplishments on a fact sheet such as the success across the agency, including the tournaments, swimming pools and nature center.

#### VIII. ADJOURNMENT

At 1:28 PM, the meeting was adjourned. Mr. Hurley made a motion to adjourn; Ms. Ishler seconded the motion; it then passed unanimously.

Respectfully Submitted,  
Jada Light, Office Manager

*This summary was approved for distribution by Board action on 21 Jan 2016.*