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|  | ***City of Boiling Spring Lakes***9 East Boiling Spring Road**Boiling Spring Lakes, NC 28461** |

**Parks and Recreation Advisory Board**

**Meeting Minutes**

**January 15, 2025**

**6:00 P.M.**

**City Hall**

**Attendance: Kathy Curtis, Joene Conley, Stephen Dunn, Robin Balda, Staci Wood, Christine Carter**

**Director: Sara Goodwin**

**BOC Liaison: Justin Lovin**

**Absent: Dave Patterson**

1. **Call to Order**

Chairwoman, Kathy Curtis, called the monthly meeting of the Parks and Recreation Advisory Board to order at 6:01 PM.

1. **Introductions** - None
2. **Approval of Agenda**

Stephen moved to approve the agenda, Robin seconded. Vote 6-0

1. **Approval of Minutes**

Kathy called for approval of the minutes as amended. Stephen moved to approve as amended, Robin seconded. Vote 6-0. Christine will send the amended minutes to Tanya for posting.

1. **Director’s Monthly Report**

Fitness Room attendance was 471 in December. Congregate meals remain M,W, & F at the CC. We are averaging anywhere from 38-44 participants each day. Senior and Adult programs continue to go well. There were 28 that went to Mike’s Farm. Pancake breakfast went extremely well and served over 175 people. Thanks to all the volunteers who continue to support our department. The catered Christmas lunch had 48 in attendance. Twelve people joined Sara for a trip to Airlie Gardens. Ho Ho Ho Bingo had 17 players, and Amy took 13 people to the Carolina Opry Christmas Special on the 17th. Amy is working on a trip for the fall to West Virginia. Registration will start Jan. 1. Youth programs are going strong, Winter camp had 40 kids signed up to attend the 5 days. Not all 40 came each day. They went to the Aquarium in Myrtle Beach on the 27th and Wonderworks on the 30th. There are 8 signed up for Spring Break Camp. Connor is already setting up field trips for summer camp. With the new bus coming we will be able to take more kids. Hoping for 50 each week. There will be 10 weeks of camp. July 4 week will be M-W only. March 24th is the first day for signups. Revenue for December was $9638.70. There were 6 rentals for the Lakes Room in the month of December. Amy has completed 2 of the 3 tests for her CDL! The basketball goal at Muse Park was destroyed by a perpetrator that posted it on Tik Tok. The family of the young man has agreed to pay for a new goal. Discussion to follow.

1. **Standing Committee Reports –**
2. **Communications Committee** – None
3. **Facilities Committee** – Stephen reported that: The playground at the CC is generally in good shape, CC is free of problems, porta potty at nature trail is good and regularly serviced. There is a metal picnic table by the disc golf that is badly rusted.

Mirror Lake Park is in pretty good shape, but there’s a rotten stump near the edge of the park that is full of Fire Ants. Sara took note for Maintenance crew. Schneiders Park porta potty is well maintained, and playground areas are in good shape with plenty of mulch. The picnic shelter looks nice. Seminole Lake Park porta potty is in excellent shape and the park is in very good condition. Tate Lake Park is in good shape. Muse Park: Playground area is in good pair, porta potties are well maintained, but the basketball court is closed due to the damage to the backboard. The nets are down on the pickleball court. There was discussion at this point as to what to do about the basketball goal. The grounds crew did not read the follow up email from Sara and so they took down the goal and filled in the hole with concrete, which made replacing it, in that place, impossible. The board expressed their desire to have basketball goals out there and so will look at fundraising to make that happen. Spring Lake Park: The area around shelter 1 is in good shape, handicapped porta potty is well maintained. The area around Shelter 2 both porta potties are well maintained, and the picnic shelter is in good shape. The dead tree that was on the shoreline has been removed. Also, the native plant trail is in good condition.

1. **Department Committee** – is trying to get together.
2. **Public Comments – none.**
3. **Old Business –**
4. Review policy requirements for staff to youth ratio. There was much discussion about the policy that Staci brought to the board, and Connor spoke to us about what they already have in place and in the Parent Handbook. Justin suggests that we let Sara go to HR and see what is in the comprehensive safety policy. It was determined that all concerns are addressed by the requirements in the parent handbook and guidelines that are already in place.
5. Support for the P&R department 2025 goals – Sara will have the goals for the next meeting. She is having each of her staff prepare a list.
6. Review of Master Plan – The small subcommittee consisting of Dave, Christine and Sara went through the first 4 chapters of the Master Plan and were able to check off things that have already been done, while realizing that most that are yet to be done cost a lot of money. Kathy requested that we all need to read the Master Plan.
7. **New Business –**
8. **ADA Compliance -**

**Accessibility**

**Hearing loss**

These items were tabled until next month because we had already gone overtime in the meeting.

1. **Next Meeting Agenda Items –**

Same as New Business

1. **Announcements – none**
2. **Adjournment**

Robin moved to adjourn the meeting; Staci seconded. Vote 6-0. Time 7:16 pm

Respectfully submitted,

 Joene Conley, Secretary

Parks & Recreation Advisory Board