



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

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**PARKS AND RECREATION ADVISORY BOARD**

**November 20, 2013**

**6:30 P.M.**

**ATTENDANCE:**

**Melissa Thomas ~ Chair**  
**Sandra Krasnow**  
**Bruce Pennington ~ Absent**  
**Verda Darrell**

**Suzanne Goffredo**  
**Scott LaRocca**  
**Bob Stanley**  
**Mary Green**  
**Maggie Della Badia**

**1. CALL TO ORDER ~**

The meeting was called to order by Chairman Melissa Thomas at 6:30 p.m.

**2. APPROVAL OF AGENDA**

**A motion was made by Verda Darrell and seconded by Suzanne Goffredo to approve the agenda.**

**Motion Carried 6-0**

**3. APPROVAL OF MINUTES ~**

**A Motion was made by Suzanne Goffredo and seconded by Bob Stanley to approve the October 16, 2013 as written.**

**Motion carried 6-0**

**4. PUBLIC COMMENT ~ No public in attendance**

**5. OLD BUSINESS**

**A. Citizen Board Training By ~ Recreation Resource Service ~ Steve Moler**

Melissa Thomas and Mary Green introduced Steve Moler.

Steve Moler explained the following:

Recreation Resources Service is a non-profit arm of the NC State Government.

They have been providing these services for cities and counties for over fifty

years. NC is the only state that has this kind of service for cities and counties to work with local governments. They do training programs for advisory boards, grant programs, training for Parks and Recreation Professionals, some training can be done through teleconferencing. There are four people that cover the state. Steve Moler covers thirty three counties, the eastern part of the state. There is no charge for their services.

Steve Moler asked the Advisory Board members to introduce themselves and why they are interested in being on the board. He wanted the members to get to know more about each other, what their reasons for being on the board are and what they can contribute. There are many resources to draw from within the board.

The Recreation Enabling Law allows you to set up a Parks and Recreation Department. NCGS 160A-356 is the law that allows financing for Parks and Recreation by using tax dollars.

The Boiling Spring Lakes Ordinance ~ Division 5 ~Parks and Recreation Advisory Board. The Boiling Spring Lakes Town Board created an ordinance that created the Advisory Board and defines what they would like the advisory board to do and services to provide the community.

Steve Moler referenced the Division 5 Parks & Recreation Advisory Board Sec 2.113.2 Attendance of members. He explained according to this policy if a member does not show up for meetings and there is not a quorum, the board cannot conduct business. After missing three or more consecutive meetings or four within a twelve month period a member is subject to being taken off of the board.

Steve Moler explained there needs to be a way to find out what the people who live in Boiling Spring Lakes would like to have as Parks and Recreation activities. Suggestions members made were to do surveys, emails. Steve Moler explained it is time for the Advisory Board to update the Master Plan. It is important to get surveys out.

Steve Moler explained there are four steps to a master plan:  
What do you have available now? Here and with other local communities.  
What do you need? Need to find out what people want.  
Get the data and compare what you need to what you have.  
Recommend how to implement and how to rank the requests.  
Communicate information gathered to the Community, Town Board, Recreation Director and the Town Manager. Let them know this is what the public wants.

Steve Moler explained a Comprehensive Master Plan is very important. Things change so fast it is best to not plan for more than five years.

Steve Moler suggested the Advisory Board do an inventory of things that are accessible to the residents and develop survey. After that information is gathered then a professional Parks and Recreation Planner can help.

Mary Green explained the new Master Plan should be updated for the next budget cycle. The last comprehensive plan was done in late 2008. She would like Boiling Spring Lakes to apply for a Parks and Recreation Trust Fund Grant for 2015.

Steve Moler explained a survey is not the only way to get information. You can have a special meeting and ask the public to come, have a focus group, ask other groups. Always ask the same questions to each group.

The Advisory Board thanked Steve Moler for his presentation.

## **6. NEW BUSINESS**

The Parks & Recreation Advisory Board welcomed new member Robert E. Stanley. (Bob)

## **7. ANNOUNCEMENTS ~**

The Pancake Breakfast at the Community Center will be December 14<sup>th</sup>, tickets available now. Suggested donation is five dollars for adults and two dollars for children under fourteen. All proceeds go to adopt a family program, there are two families selected this year.

## **8. ADJOURN**

**A motion was made by Suzanne Goffredo and seconded by Scott LaRocca to adjourn the meeting.**

**Meeting Adjourned at 8:08 p.m**

**Respectfully submitted by: ~ Maggie Della Badia**