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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

February 15, 2023

6:00 P.M.

City Hall

Attendance: Stephen Dunn, Barbara Bennett Snyder, Joene Conley, Kathy Curtis, Mary Ann Charette

Absent: Claudia Duncan

**I. Call to Order**

 Vice Chair Curtis called the monthly meeting of the Parks and Recreation Advisory Board to order at 6:02PM.

**II. Introductions**

New member Mary Ann Charette introduced herself. Introductions were made by the Board. Chris Frazer was also in attendance and introduced himself.

**III. Approval of Agenda**

A motion was made by Barbara to approve the agenda, Ann Marie seconded. Vote 5-0

**IV. Approval of Minutes**

Stephen made the motion to approve the minutes, Barbara seconded. Vote 5-0

**V. Director’s Monthly Report**

Included

6:28 pm Staci Wood arrived.

**VI.** **Committee Selection & Reports**

**A. Facilities –** this will be covered by Chris under the Maintenance Update.

**B. Master Plan Review –** City Manager, Gordon, says we can reprioritize the Master Plan instead of paying for a whole new one to be drafted. It must be ready for presentation to him by March 30, 2023.

**VII. Public Comment**

None

**VIII. Old Business**

1. **Maintenance Update –** Chris had a Zoom call with Dept. Of Agriculture, which owns the part of the trails that are not on Community Center property. The BSL Preserve was the manager of such, but the 20-year agreement has expired and there is no MOA currently. The state no longer allows any new trails, but our trail was slated to be rerouted but hasn’t. Chris will send them a picture of our trail to see if it is the rerouted one or not. The leaking toilet in the Women’s room in the Community Center has been replaced, and the next one to be replaced is the leaking one in the Men’s room. The Port a john at Schneider’s Park was burnt to the ground in an act of arson last week. Bob Smith will begin to patrol the parks again in the evenings.
2. **Remind & Report to BOC –**  Stephen is March, Claudia is April, Staci is May. Claudia will come up with a rotating schedule for us.
3. **FY24 Budget Planning Update –** will be reported to the P&R advisory board before it goes to the BOC.
4. **BOC Update**

1.**Founders Day Update –** BOC approved Founder’s Day as a recurring event every year! There will be an Arts and Crafts festival in the parking lot of the BSL Baptist Church. Photography Contest, Fun Run, Inflatables, Kayak Race, Beer Garden and Food Trucks at Spring Lake Park. There are two meetings scheduled for volunteers to attend, March 2 and March 23 from noon to 2pm. We need volunteers from 9:30 am- 5:00 pm on the day, April 1, 2023.

**E. Review of P & R Ordinance –** because we had no computer access at city hall tonight this was tabled until the March 15, 2023 meeting.

**IX. New Business**

1. **New & Upcoming Program Highlights-** OSAD is on February 24, they are going bowling. Spring break camp is coming up. After School Lite has 2 participants. Chris has looked into the football camps that the Panthers have in rural areas during the summer. This is for grades 2-5, and it is free. She has applied for the first week of June, before summer camp starts. First, we must have approval from the school to use their field. We also must have a minimum of 75 kids and a maximum of 200. The adult trip to Raleigh and to see Chicago are both full and have wait lists. As the Garden Grows is thriving.

 **B. Staff changes–**

**1. Vacancy –** there is a vacancy for an After School PT assistant, and a PT front desk assistant.

**2. UNCW Student –** She is approved for a practicum, and we will meet her at Founder’s Day.

 **C. Fitness Room Report–** Key fobs have made an enormous difference, making it easier for participants. Staff have improved the space in the fitness room by having it painted, putting up new posters, installing cubbies for keys/phones. Space is the biggest detriment, and staff have been looking around for other options. Chris will, possibly, talk to the city manager about a separate space. As of now 60 people have signed up for the fitness challenge.

**X. Next Meeting Agenda Items**

Review Wake status for the Big Lake, part of the Ordinance Review

**XI. Announcements**

Chris Frazer announced the meeting at 6:00pm tomorrow for all boards and committees.

**XII. Adjourn**

Barbara made the motion to adjourn, Stephen seconded. Vote 6-0 Time 7:38 pm

Respectfully submitted,

Joene Conley

Secretary

Parks & Recreation Advisory Board