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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**

**April 19, 2023**

**6:00 P.M.**

**City Hall**

**Attendance:** **Claudia Duncan, Kathy Curtis, Stephen Dunn, Barbara Bennett Snyder, Joene Conley, Staci Wood, Mary Ann Charette (arrived late)**

**I. Call to Order**

Chair Claudia Duncan called the monthly meeting of the Parks and Recreation Advisory Board to order at 6:01PM.

**II. Introductions**

Commissioner Kim Sherwood was in attendance.

**III. Approval of Agenda**

Chris asked to amend agenda by adding section F. Fees and Charges under New Business. Barbara made the motion for amended agenda, Kathy seconded. Vote 6-0

**IV. Approval of Minutes**

Minutes were approved.

**V. Director’s Monthly Report**

Included

At 6:12 pm Ann Marie arrived.

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

1. **Facilities –** No Updates
2. Master Plan Review – No Updates

**VII. Public Comment**

Commissioner Sherwood said that if employees want to work P&R events then it should come out of P&R overtime budget. Director Chris Sims clarified that she was referring to rental not our events and she meant the money collected from the renter to pay for the staff should be used to actually pay the staff and not impact our budget at all.

**VIII. Old Business**

1. Maintenance Update – None
2. Remind & Report to BOC – Staci is May, Kathy is June, Ann Marie is July
3. FY24 Budget Planning Update – Chris made a presentation about additions.
4. BOC Meeting Update – Ordinances passed.
5. Founders Day Update – It was a good call to postpone it due to high winds. Now we have time to create a 501C in order to have a beer garden.

**IX. New Business**

1. **New & Upcoming Program Highlights-** There are planned trips to see the Myrtle Beach Pelicans play in SC in June, July, and Aug. Bird watching on the trail April 29, future class in Wilderness First Aid and Safety, with hands on and online activities, a test and Certificate for completion - $40, Youthapalooza on April 29, Pedal Heads in the Park (possibly May 20), we have 50 helmets to give away. Registration will be taken in advance and there will be a chance to win a 24” bike. Nashville trip is April 30- May 4. There is also talk of a Murder Mystery and many other things.

**B. Staff changes– there** are currently 5 vacancies. Chris reports that the position formerly held by Myriam Conley has been frozen, and also the bus driver positions. Youth assistant position is accepting applications.

1. **Review of Lake Ordinance and Wake Regulations – see attached** per Chris.
2. **Summer Facility Issues –** There is still nowhere for senior programs while summer camp is ongoing. Discussion on changing field trips for the youth to days when seniors are usually in the building, and on mixing seniors and youth on Fridays.
3. **ADA Accommodation Process –** A new form was created by Chris. A parent has requested that her daughter (10 years old) be picked up for camp since the mother has agoraphobia and cannot leave the house. Chris tried to get grants, they were not approved. Brunswick County Transit has been asked, but will probably deny it, per Chris.
4. **Fees and Charges –** Chris wants the fees and charges on events to be increased to reflect the raise in price for after-hours staff. Other fees with proposed increases include Before School Care, out of school camps, summer camp, and all senior program fees are increasing because we must now collect 100% of the cost and senior programs will no longer be subsidized by the city budget

**X. Next Meeting Agenda Items**

**XI. Announcements**

Barbara Bennett Snyder announced she is resigning the board, effective immediately.

**XII. Adjourn**

Kathy made the motion to adjourn, Ann Marie seconded. Vote 7-0 Time 8:05 pm

Respectfully submitted,

Joene Conley

Secretary

Parks & Recreation Advisory Board