



City of Boiling Spring Lakes

9 East Boiling Spring Road
Boiling Spring Lakes, NC 28461

Parks and Recreation Advisory Board

Meeting Minutes

March 18, 2026

6:00 P.M.

City Hall

Attendance: Joene Conley, Robin Balda, Cheri Funk, Mike Sollenberger

Director: Sara Goodwin

BOC Liaison – Teagan Hall

Late Arrival: Stephen Dunn, 6:12 PM

Absent – Shannon Biggs

I. Call to Order

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

II. Introductions – None

III. Approval of Agenda

Robin moved to approve the agenda, Cheri seconded. Vote 4-0

IV. Approval of Minutes

Mike moved to approve the minutes. Cheri seconded. Vote 4-0.

V. Director's Monthly Report

- Summer Camp:
 - Registration opened on Monday, March 16th. Eighty-one kids were registered over the ten-week span of camp, with each week at capacity of fifty kids. Approximately, thirty new kids were registered and two non-residents registered. There is currently a wait list of thirteen.
 - The Helbig Foundation is providing swimming lessons to all children attending the summer camp program. Lessons will be provided at Brunswick Community College on Tuesday and Thursday.
- Spring Break Camp is April 6th – 10th and is full at twenty-four kids.

- Senior lunches will be relocated to the new building on Monday, March 23rd. As attendance continues to be stable with intermittent peaks, returning to the community center may become necessary.
- BSL Friends of Parks & Rec is hosting the Venus Flytrap Family Fun Run on Saturday, May 30, 2026 @ 10AM at the Community Center.

VI. Standing Committee Reports

- Facilities:** Mike and Steve divided up the community parks and submitted the following reports. **All parks were inspected, however only action items are recorded.**
 - Muse Park:** Signage on the fence needs to be properly secured as it is now wedged in the fence. Port-a-potties are clean and stocked, but the interior of the unit needs additional cleaning as there is dirt and debris on the floors. Additionally, the checklist for cleaning was either not there or not in plain sight. Sara will communicate this to the vendor to correct. Gate latches are broken due to prior vandalism but are now mangled to a point that could present liability. Suggestion to consider removal for safety. Sara will have this reviewed by Public Works.
 - Mirror Lake Park:** Mole activity near the entrance.
 - Charles Schneider Park:** Mole tunnels by entrance and fire ant mound adjacent to picnic shelter. Basketball net needs to be rehung.
 - Tate Lake Park:** Picnic table is missing.
 - Community Center:** Undergrowth has been cleared along the nature trail and disc golf course.

Mike and Steve would like to create a “condition tour guide” to utilize for the inspections to streamline the process and assist with tracking. Sara will provide them a copy of the checklist used by Public Works to reference.

- Communications:** Cheri reported that she continues to share posts on social media about the programs and activities of P&R and appreciates the recent posts that feature the before and after school programs. It is important that the committee continues to share, especially the upcoming Flytrap event.

VII. Public Comments – None

VIII. Old Business

- Communications with Southport Christian School and Charter School: Joene made contact with Southport Christian and shared the OSAD information.

IX. New Business –

- Finalize appointment of Secretary** – Secretary position will be shared by Robin and Shannon.
- Set up Teen Focus Group:** Focus group will be April 27, 2026, at 6:30 PM at the Community Center. Connor will invite families with children that aged out of the program and create a flyer for distribution on social media to invite teens to

attend. The focus group will center around generating ideas from teens as to what activities they are interested in being provided. Snacks to be provided by Mike. The P&R Board will utilize the April meeting to plan.

- c. **Share plans for Spring Fling:** The Flytrap Family Run will offer something for everyone including run/walk, food, items to purchase, etc. All proceeds will go towards the walkway to the flytraps to make it more accessible.

- X. **Next Meeting Agenda Items** – Planning for the Teen Focus Group
- XI. **Announcements** – Cheri graciously agreed to present to the BOC meeting in April.
- XII. **Adjournment**
Robin moved to adjourn the meeting; Mike seconded. Vote 5-0. Time 7:02 PM.

Respectfully submitted,

Robin Balda, Secretary
Parks & Recreation Advisory Board