

Present (in person): Mike Eykyn, Ron Bailey, Chris Burgess, Erick Jackson, Carol Etheridge

Present (virtual): *None*

Absent: *None*

Public: Christie Holderness

Other: *None*

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 6:02PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** Mrs. Etheridge gave the invocation and led the Commission in the pledge of allegiance.
- III. **Public Comment:** None
- IV. **Approval of the Minutes:** Mr. Bailey made a motion to approve the most recent minutes from August 28, 2025. Mr. Burgess seconded the motion. The motion passed unanimously.
- V. **New Business:** *None*
- VI. **Financial Reports:** Mr. Burgess made a motion to approve the August 2025 financial reports. Mrs. Etheridge seconded the motion. The motion passed unanimously.
- VI. **Executive Director's Report:** Ms. Klugman noted that she was fortunate to go on vacation the first two weeks of September and noted that the team did a wonderful job while she was out, especially Ms. Collins-Gray who stepped into the acting Director role in her absence.
- VII. **Department Reports:**
 - A. HR / Finance: Ms. Klugman noted that they are working on off boarding our summer camp counselors, hiring afterschool counselors. She also noted that open enrollment for staff benefits is starting October 1.
 - B. Recreation Report: Ms. Collins-Gray reported that Fall Sports Picture Day will be this Saturday, September 27. The Harold Smith Tournament had to be cancelled due to low participation numbers. Registration for Thanksgiving and Winter Camps are starting next week. Mr. Burgess mentioned the refund policy that we will be implementing for youth sports and expressed support.
 - C. Operations Report: Mr. Stefan reported that he is focusing on the Golf Tournament right now and working on Winter Sports Sponsorships. Mr. Burgess asked if we could do an annual youth sports sponsorship that covers

all 3 sports seasons so we are not continuously asking the same companies for donations. Mr. Stefan agreed with the suggestion.

- D. Foundation and Community Development: Mr. Singleton reported that the foundation's name is now part of the Golf Tournament's name. Coastal Community Foundation is coming tomorrow for an in-person meeting about a \$15,000 grant. Ms. Carter has been awarded a Diabetes Prevention Grant. Mr. Johnston has been nominated for the SCRPA Hall of Fame award so we will know something in the next month or two. They will announce the award recipient at the annual conference in December 2025.
- E. Family Fitness Plus: Mr. Burke reported that we are having some issues out at Drayton Hall with the CUSC program and field use. We are working through the issues.

VIII. Department Proposals: *None*

IX. Unfinished Business:

- A. Forest Lakes Greenbelt Project: The Forest Lakes Greenbelt Project has begun. They have set up the silt fencing. They have dug out the drainage swell between the demo'ed area and the pool to help with the flow of rain water. They have removed all asphalt from the tennis courts and have started putting in the crushed concrete for the parking lot and dirt for where the trees will be planted. The playground install is tentatively scheduled for mid to late October.

- X. **Executive Session:** The Commission entered an Executive Session at 6:21pm and exited at 8:18pm. No decisions or votes were made.

- XI. **Adjournment:** The Commission voted unanimously to adjourn the meeting at 8:25pm.