

Present: Mike Eykyn, Anthony Gibbs, Chris Burgess, Ron Bailey, Eric Jackson

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 7:02 PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** Mr. Bailey gave the invocation and led the Commission in the pledge of allegiance.
- III. **Public Comment:** None
- IV. **Approval of the Minutes:** Mr. Gibbs made a motion to approve the October 27, 2022 minutes. Mr. Bailey seconded the motion. The motion passed unanimously.
- V. **New Business:** Our newest commission is Eric Jackson who joined us virtually. We welcome him to the Commission.
- VI. **Financial Reports:** Mr. Gibbs made a motion to approve the October 2022 Financial Statements. The motion was seconded by Mr. Bailey. The motion passed unanimously.
- VII. **Executive Director's Report:** The audit team of Verix LLC has finalized the fiscal year ending June 30, 2022 audit. We will have that report and presentation at the January 2023 meeting.
- VIII. **Department Reports:**
 - A. HR / Finance: Ms. Klugman urged the commission to review Ms. Crafton's report and take note of the new application process and metrics.
 - B. Recreation Report: Ms. Collins-Gray reported a successful tree lighting prior to tonight's meeting. She also noted that Winter Break Camp is full and we are trying to find more teammates so we can take some kids off of the waitlist.
 - C. Family Fitness Plus Report: Mr. Burke noted that the sauna is working at FFP. Mr. Burke and the FFP team are hard at work planning for our January Fitness Promotion. They will be rolling out several membership specials in January 2023. Mr. Burke reminded us that both volunteer and paid coaches and their families are getting free memberships at the fitness center. Mr. Burke noted that the final disconnect notice has been processed and we are no longer connected to Windstream.
 - D. Operations Report: Mr. Stefan did not have anything to add to his October report.
- IX. **Unfinished Business:** None

- A. COVID Response: No update at this time.
- B. Capital Improvement Plan: Ms. Klugman reminded the Commission that \$58,000 was budgeted for Capital and \$18,000 has been spent as of October.
- C. Forest Lakes Greenbelt Project: Ms. Collins-Gray reported that the playground equipment is being delivered in mid-December 2022.
- D. Forest Acres Improvement: Ms. Klugman noted that the contractor is starting additional work on the Playground Road as they prepare to install the culvert possibly as early as February 203..
- E. 2022 Holiday Party: Mr. Eykyn reminded his colleagues about the Holiday Party that is scheduled for December 10, 2022 at Dogwood Park.
- F. Commission Photos: Mr. Eyken directed staff to schedule a time for the current commission to get pictures taken. Staff responded and will have that done prior to the January 26, 2023 meeting.

X. Adjournment: The Commission voted unanimously to adjourn the meeting at 7:38 PM.