

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

Present (virtual): *None*

Absent: Ron Bailey (excused)

Public: *None*

Other: *None*

- I. **Call to Order:** Mr. called the meeting to order at 6:00PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** Mr. Jackson gave the invocation and led the Commission in the pledge of allegiance.
- III. **Public Comment:** Introductions were made for Haley Adam, Aquatic Safety Coordinator, Gillian Goecke, Athletic Coordinator, Sandra Heyward, Front Desk Lead introductions. Ms. Klugman noted that staff shirts are on the table if anyone on the Commission would like to take one.
- IV. **Approval of the Minutes:** Mr. Burgess made a motion to approve the most recent minutes from July 24, 2025. Mr. Jackson seconded the motion. The motion passed unanimously.
- V. **New Business:** *None*
- VI. **Financial Reports:** Mr. Burgess made a motion to approve the July 2025 financial reports. Mr. Jackson seconded the motion. The motion passed unanimously.
- VI. **Executive Director's Report:** The Commission had previously been emailed a proposed change to the Background Policy to align with NRPA guidelines. Mr. Burgess made a motion to approve the updated Background Policy. Mr. Jackson seconded the motion, and it passed unanimously. It was noted that Ms. Susan Klugman will be out for the next two weeks, and Ms. Joddi Collins-Gray will serve as Acting Executive Director during that time.
- VII. **Department Reports:**
 - A. HR / Finance: Ms. Klugman noted that summer camp has concluded. Staff are completing off-boarding for summer camp personnel, while hiring is underway for fall personnel and three full-time positions. Two additional maintenance team members will be joining the staff.
 - B. Recreation Report: Ms. Collins-Gray reported that summer camps have ended and fall programs have either started or will begin in early September. Fall sports practices have already started, and games will begin in September. The

Tennis department will also be hosting a tennis tournament the weekend of August 29.

- C. Operations Report: Mr. Stefan noted that fall sponsorships have been completed. Staff are now working on preparations for the Golf Tournament in coordination with Ms. Collins-Gray and Mr. Stefan acting as co-chairs of the event..
- D. Foundation and Community Development: Mr. Singleton is helping with the Golf Tournament and while completing the NAPF online class as part of his professional development. It was noted that all golf sponsorship revenue will be directed to the 501(c)(3), while all golf registrations will be managed through Xplor, the recreation software.
- E. Family Fitness Plus: Mr. Burke reported three new hires in the department who joined us today to introduce themselves.

VIII. Department Proposals: *None*

IX. Unfinished Business:

- A. Forest Lakes Greenbelt Project: The Forest Lakes Greenbelt Project is scheduled to begin demolition the week of September 2, 2025.

X. Adjournment: The Commission voted unanimously to adjourn the meeting at 6:16pm.