

**Present:** Mike Eykyn, Ron Bailey, Anthony Gibbs and John Johnston (Chris Burgess - absent excused)

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 7:02PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** None
- III. **Public Comment:** Mr. Johnston gave a brief presentation for new Commission members on NRPA, the history of the CPRP certification and staff becoming certified and obtaining CEUs.
- IV. **New Business:** Staff introduced the newest member of the team, Mr. Barry Rice, Assistant Program Director who will oversee the after school program and summer camps.
- V. **Approval of the Minutes:** Mr. Gibbs made a motion to approve the March 2022 minutes. Mr. Johnston seconded the motion. The motion passed unanimously.
- VI. **Financial Report:** Mr. Johnston made a motion to approve the March 2022 Financial Statements. The motion was seconded by Mr. Johnston. The motion passed unanimously.,
- VII. **Executive Director's Report:** Ms. Klugman presented a draft of the revised Nepotism Policy (Section 3, Policy 5). Mr. Johnston made a motion to adopt the policy as presented for a period of 120 days and asked the staff to evaluate it for effectiveness. The Commission would like to revisit it at the August 2022 Commission Meeting. The motion to adopt was seconded by Mr. Bailey. The motion passed unanimously.
- VIII. **Department Reports:**
  - A. **HR / Finance:** Ms. Klugman noted that the staff is in the middle of summer camp hiring. Recruitment is very challenging across the board and the HR team is trying out some new recruitment strategies. Ms. Klugman mentioned that camper numbers are still lower than years past because we do not yet have enough summer staff to increase participation.
  - B. **Recreation Report:** Ms. Collins-Gray noted that Keith Whittingham, Assistant Tennis Pro, has turned in his notice and will be leaving at the end of April. We also lost one of our part time tennis instructors so our Tennis Director, Phil Burke, is looking to hire some new people. Mr. Rice recapped the recent happenings in the Program Department and noted that they are

hiring teammates and finishing plans for summer camp. Ms. Collins-Gray noted that Athletics is in the middle of the Spring season and will be working on All Stars shortly.

- C. **Family Fitness Plus Report:** Mr. Burke did not have anything to add to his March report.
- D. **Operations Report:** Mr. Stefan noted that Forest Lakes pool has been undergoing spring maintenance and will be ready to open Memorial Day weekend.

**IX. Unfinished Business:**

- A. **COVID Response:** The staff reported that the sauna at Family Fitness Plus has not yet reopened nor is the self-serve coffee available to members at this time.
- B. **Capital Improvement Plans:** Ms. Klugman noted that we have paid for the asbestos abatement and have made a partial (50%) payment on the gymnasium flooring. She also noted that staff received three bids for the replacement of the Morganizer at FFP. Staff did not have a vendor recommendation at the time of the meeting as some references are still pending. Staff will make a recommendation to the Commission via email with confirmation at the next scheduled meeting.
- C. **Forest Lakes Greenbelt Project:** We have met with Barry Whalen with HLA and we are hoping to have a date set for a community meeting by next meeting. Barry believes that we may be able to get some funds for Storm Water mitigation.
- D. **Forest Acres Drainage Project:** The City of Charleston has published the RFP for the drainage work to be done adjacent to our property. Based on the dates published in the RFP, we expect work to start in September or October 2022.
- E. **St. Andrew's Parks Foundation:** No update at this time.

- X. **Adjournment:** The Commission voted unanimously to adjourn the meeting at 8:06 PM.