

Present: Mike Eykyn, Anthony Gibbs, Chris Burgess, John Johnston [Absent
Excused: Ron Bailey]

- 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. Johnston 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 September 22, 2022 minutes. Mr. Johnston seconded the motion. The motion passed unanimously.
- V. **New Business:** None
- VI. **Financial Reports:** Mr. Burgess made a motion to approve the September 2022 Financial Statements. The motion was seconded by Mr. Johnston. The motion passed unanimously.,
- VII. **Executive Director's Report:** Ms Klugman noted that the FY 2021/2022 audit is being finalized. She noted that the fund balance increased from \$330,889 to over \$1,100,000. She will provide the final number to the commission as soon as the audit is finalized and approved. This increase is an indicator of how well our team has worked to reduce expenditures and increase revenue. Ms. Klugman noted that the team is currently working on the budget for FY 2023/2024. We expect to be able to present the budget to the Commission at the February 2023 meeting. Ms. Klugman also noted that the Commission received a letter for the mayor of Charleston, Mr. John Tecklenburg, regarding the Transfer of Services agreement (known internally as the "annexation agreement"). We presume that the City of Charleston would like to end the agreement but Ms. Klugman will follow up with the Mayor's office and seek additional information.
- VIII. **Department Reports:**
 - A. HR / Finance: Nothing additional to report.
 - B. Recreation Report: Ms. Collins-Gray noted that one of our light poles on Brinker had some electrical issues during a recent game. Thankfully no one was hurt and its repair has been completed. Staff noted the urgent need to begin the capital replacement project for all of the field lights that was put off in 2019 due to funding reasons. Ms. Collins-Gray noted that basketball numbers are great again this year. We were able to finalize a usage agreement with

CCSD to use Drayton Elementary gymnasium which will allow us to spread out some of the Saturday games and have two locations for practices. Ms Collins-Gray noted that the annual Halloween Carnival is Friday, October 28 starting at 5:45pm. The programming department still needs more After School Counselors and Kids Club attendants. She noted that we are still recruiting for an Assistant Tennis Director. Fall tennis program numbers are steady and manageable with just Phil Burke, our tennis director and one part time teammate helping him. Finally, Ms. Collins-Gray noted that the Harold Smith Tournament was rescheduled for November 11, 2022 due to weather concerns.

- C. Family Fitness Plus Report: The repair to the pool water heater has been completed and the water temperature is back up to normal in time for the large number of pool rentals upcoming. The fitness center staff is working on January promotional plans.
- D. Operations Report: Mr. Stefan noted that ATT phone lines have been run all the way to the administrative building; we are still waiting for the connection to go live. Mr Stefan also noted that we are selling packages for Basketball that include banners to be hung in the gymnasium. He noted that staff met with the team from Hoyt Heating and Air regarding the morganizer; the morganizer install date is estimated to be around February 2023.

IX. Unfinished Business: None

- A. COVID Response: Staff will remove this item from the agenda..
- B. Capital Improvement Plan: The final project will be completed in the spring of 2023 and the project fund will be closed.
- C. Forest Lakes Greenbelt Project: Ms Kluygman and Ms. Collins-Gray met with Barry Whalen of HLA. Mr. Whalen is currently working to incorporate several suggestions and items from the community meeting held recently. Ms. Collins-Gray noted that we were awarded the partial matching grant for the playground equipment and that has been ordered. I am still getting quotes for picnic shelters and other equipment to be added to Forest Lakes Park.
- D. Forest Acres Drainage Project: The City of Charleston has started trimming some of the trees behind the gymnasium in preparation for the project starting. The City project managers said they are estimating work to begin in early November. None of the road closures have been approved by DOT.

- X. Adjournment:** The Commission voted unanimously to adjourn the meeting at 7:37 PM.