



Monthly Program Meeting Minutes

North Carroll Recreation Council

A board planning meeting was held on August 8, 2018 at North Carroll Senior Center. The meeting began at 8:00pm and was presided over by president Frank Riegert, with Jen Lettau as secretary.

Attendance Record:

Jen Lettau, Charles Harris, Tim Stecher, Gary Sregler, Frank Riegert, Edith Ballard, John Woodley, Jackie Barlow II, Scott Bonney, Heidi Lippy Sprinkle, Greg Kresslein, Teri Leatherwood, Andy Kiler, Jim Miller, Jen Lleras, Joe Hesen, Jeffrey Howard, Rich Wagner, Mike Strohma, Chad Seifert, Erin Gibson

- I. **MEETING ATTENDANCE:** Please Sign In – determines your ability to vote
- II. **Aug 2018 Program Meeting:** Meeting is Called to Order - 8:04pm
- III. **July 2018 Minutes:** Meeting Minutes (Motion to Approve) - Heidi Lippy Sprinkle motion to approve, Jen Lettau Second
- IV. **Aug 2018 Treasurer's Report:** Treasurer Report (Motion to Approve) - Treasurers Notes to be Attached. Rich stated there were some claims on the deposits that were in question. John Woodley motion to approve, Erin Gibson Second.
- V. **Aug 2018 Community Coordinator's Report:** - No replacement for Linda Arthur yet, no report present.
- VI. **Aug 2018 Recreation and Parks Report:** Becky Kishter - Becky was not present but John Woodley made note about self help. Due by the end of the month. Must be a \$1000 or more. Fall is when there is money to give. All submissions must be submitted on time, show costs with estimates, have an explanation of importance, and be present for any questions in order to be considered for approval.
- VII. **Aug 2018 President's Report:**

Old Business:

- Facilities Usage:
 - I. NCHS Stadium: Available for limited games & special events; no practices. Lights NOT budgeted.
 - II. Subletting of facilities to NON-NCRC programs: Responsibility for issues falls on the holder of the UoF. This may include insurance claims, criminal and/or other liability.
 - III. NCHS: Ensure that doors are locked when you arrive and are locked when you leave. No propping of doors for any reason. Ensure any areas/halls used by your program are clean before you leave.
 - IV. Underused facilities: NCRC & CCRP are receiving an increased number of requests for facilities that appear to be "underutilized." Programs with "blanket" UoFs that are not fully using facilities are being asked to notify NCRC of dates/times that are not being used. Stone Alley facility calendar will be the mechanism for this. - We could be bumped by other programs if the facility is reserved but not used.
- Meeting Attendance: Programs must follow attendance guidelines as outlined in the by-laws. Failure to meet attendance guidelines will result in an inability to vote on NCRC matters. Consistent failure to attend meetings may result in removal from NCRC. - Must attend 6 meetings during the year in order to vote. Please make sure you are in attendance around your "in-season". A couple months leading into the season, during, and then follow up for reporting.

New Business:

- Vote on new Program Coordinator for Manchester Baseball – Jackie Barlow. - Jackie has been involved in Manchester Baseball for 14 years. His son is now in college and he wants to invest time into making Manchester Baseball a better organiza-

tion. He wants to start off by getting more community involvement and improving the field conditions. There was a unanimous vote in favor of having Jackie become the new coordinator of Manchester Baseball.

- NCRC PoC for important items:
 - Health Check PoC: Scott Bonney - Yearly program checks, a sample packet of what NCRC is looking to have included will be given to each program.
 - Program By-Law reviews: Erin Gibson - All by-laws will be reviewed for approval if not operating under the same by-laws as NCRC. Please submit a copy of the by-laws to Erin. All by-laws should mirror what NCRC already has in place. Starting with Winter Sports and Striking Cobra.
 - Background Checks: John Woodley - John will be sending out regular spreadsheets to coordinators of approved volunteers.
 - Council-wide Training Initiatives: Gary Siegler -
- Stone Alley – Jan 1st 2019 DEADLINE for programs to have REGISTRATIONS tracked via Stone Alley.
 - All programs will either use Stone Alley for registration purposes or will begin to pay for their own background checks (\$2 fee per participant). You may continue to assess any ancillary, tournament, or other related fees in any manner you like, but we have metrics that we MUST be able to report on to CCRP at any time. Using SA will also allow us to report on acceptance of Zero-Tolerance and other policies that participants can be forced to agree to during registration, protecting you and your program from potential grievances/litigation. - This allows for NCRC to ensure all NCRC policies are included as well as keeping record of all registered members of the rec. council. There were questions about refunds through Stone Alley, refunds are easily made through stone alley as long as the money is still with stone alley and not deposited into NCRC. If the money has been transferred to the rec council then a check must be issued for the refund. Make sure your program refund policy is posted on the registration and FOLLOW IT. Do not waiver, it only causes problems.

VIII. Aug 2018 Committee Reports:

- Fields – Chuck Harris - The first field on Cape Horn to the right needs renovation. There is an argument on using a chemical that is found in Round-Up with the county in order to kill the grass as there are reports that it could cause cancer. The field needs new drainage and grading, more soil to raise the field and then new sod.
- Grievance - Josh Peltzer, Chairman; Diane Hurd, and Charlene Zito
- Membership – 1351 (previous 1343) Members
- Publicity – 3rd Qtr. 2018 Newsletter – Info due to Debbie Wunder by July 30th. To be sent out mid-late Aug.
- Scholarship – out of season

IX. **August 2018 Individual Program Coordinator’s Report (Individual reports available upon request)**

NCRC Sponsored	NCRC Member Sponsored
1. Manchester Baseball	13. GONZO Lacrosse (Boys & Girls)
2. Manchester Wrestling	14. NCSC Soccer (In-House)
3. NC Hotshots Softball	15. Titans Football/Cheerleading
4. NCTSC Soccer (Travel)	16. Striking Cobra (Martial Arts: Kenpo)
5. NCRC Basketball (InHouse/Travel)	17. NCRC Tennis - Not Present
6. NCRC Field Hockey	18. NCRC Volleyball
7. NCRC Golf - Not Present	19. Summer Playground - Not Present
8. NCRC Lacrosse (Girls)	20. Accelerators Track & Field - Not Present
9. NCRC Lacrosse (Boys)	
10. Camp: Hooked On Hoops Basketball - Not Present	21. NCRC Dance - Not Present
11. Camp: Volleyball	22. Horseback Riding (English) - Not Present
12. Diamond Baseball Academy - Not Present	23. Horseback Riding (Western) - Not Present
	24. NCRC Yoga—Not Present but sent in report to Frank.

- X. **Open Discussion** - *Concerns with willow street field and the traffic that runs through there. Please remind parents to use the middle school parking lot and walk down. Crossing the street is dangerous. Do not stop in the middle of the road to drop kids off.*
- XI. **Adjournment:** *Move to adjourn meeting. Erin Gibson move to adjourn, Jeffrey Howard Seconds it. 9:15pm*

Next Meeting:
9/12/2018
8:00pm
North Carroll Senior Center