

**LEE COUNTY PARKS AND RECREATION
COMMISSION MEETING
MONDAY, July 23, 2012
MINUTES**

The Lee County Parks and Recreation Commission met Monday, July 23, 2012 at 5:30 p.m. in the Commissioner's Room at the Lee County Government Center.

Members present were: Mark Kline, Edgar Underwood, James Emerson, Nicole Ingram, Councilman "Poly" Cohen (ex-officio member/non-voting), and Commissioner Ed Paschal. Also present were John Payne, Parks and Recreation Director and Brandi Phillips, Secretary. Absent members were: Butch Saunders, Rhea Monti, and Harry Stryffeler.

I. CALL TO ORDER AND APPROVAL OF MINUTES

Mark Kline called the meeting to order at 5:43 p.m. Mark made a motion to approve the minutes and Edgar Underwood seconded the motion. Approval was unanimous.

II. PETITIONS AND COMMUNICATIONS

Mr. Payne informed the board that Jamie Norton has resigned from the board. Jamie has recently moved to Wake County.

III. OLD BUSINESS

A. Buchanan Park Re-Construction

The restroom building is near completion. Mr. Payne confirmed that the department was awarded the Lowes Local Heroes Grant for \$1200. The grant money will be used to paint the building. Several more volunteer days are expected in the park with an opening date planned for the beginning of September.

IV. NEW BUSINESS

A. Discussion of Facility Reservation Processes

Mr. Payne distributed a facility rental packet. The packet included department booking instructions, rental forms, and facility rules and regulations. The office has experienced problems with individuals booking facilities and shelters in advance but never paying. Individuals are notified following the policy, but phone calls go unreturned. The problem has resulted in lost revenues since others cannot book and pay if someone already has reserved the facility. Mr. Payne requested suggestions from the board for modifying the policy. Ed Underwood suggested an approach

similar to hotel booking, which is first come, first serve with payment due upfront at the time of reserving. James Emerson also agreed that others should either pay a deposit of 50% or payment in full when reserving. He also added that if a balance is not paid 21 days in advance that the reserving group forfeits the deposit and the reservation becomes available. Mark Kline concurred and added that people booking less than 21 days in advance should pay in full. Mr. Payne informed the board a different approach should be considered for corporate and school groups since it takes longer for payment checks to be processed.

B. Discussion of Scholarship Criteria

Mr. Payne has received numerous requests for scholarships and reviewed the current practice for considering scholarships. Corporate and individuals donations have been used in the past to pay for scholarships. He requested suggestions from the board regarding the criteria currently used. The board agreed that the current criteria was effective and then considered ideas to fund more scholarships. Nicole Ingram suggested that on each registration form a box is included that solicits donations for scholarships. Mark Kline made a motion to approve and Nicole Ingram seconded the motion. The board unanimously approved to solicit scholarship donations on registration forms.

V. **COMMITTEE REPORTS**

No committee updates

VI. **DIRECTOR'S REPORT**

A. Athletics

Mr. Payne distributed fast facts about the department and research from the Nation Sporting Goods Association. The board discussed the drop in participation in sports within the department and how the research from NSGA reflects that same trend nationwide.

B. Programs

The department hosted a very successful Basketball Camp that was led by Donna Taylor in the months of June and July. Participation was strong and the participants got quality instruction.

The department also hosted a Football Camp last Saturday. Participation was very strong with professional athletes assisting during camp.

Mr. Payne also expressed to the board an interest in having a resource list of volunteers and individuals with various certifications, skills, and talents that could be used to offer different programs, clinics, or camps in the

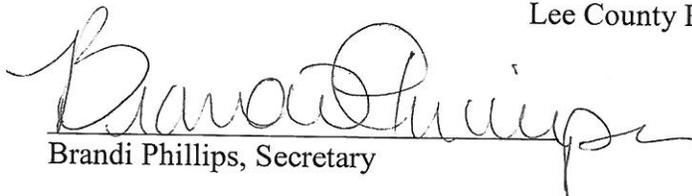
future. If any board member has contacts that could be used to build this list, please forward them to him.

VII. ADJOURNMENT

With no other business to discuss Mark Kline made a motion to adjourn the meeting and Edgar Underwood seconded the motion. The meeting adjourned at 6:22 p.m.



Mark Kline
Lee County Parks & Recreation Commission



Brandi Phillips, Secretary