

**IRMO CHAPIN RECREATION COMMISSION
COMMISSION MEETING
Crooked Creek Park
August 27, 2008**

**6:15 p.m. Work Session
7:00 p.m. General Session**

AGENDA

Call to Order and Invocation
Welcome

- | | | |
|--------------|---|-------------|
| I. | *APPROVAL OF THE AGENDA | |
| II. | REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT | |
| III. | *APPROVAL OF THE MINUTES – June 25, 2008 | Pages 1-5 |
| IV. | COMMUNICATIONS FROM THE PUBLIC | |
| V. | PUBLIC PRESENTATION | |
| | A. EAGLE Scout – Nathan Hopfensperger | Page 6 |
| VI. | STAFF REPORTS | Pages 7-34 |
| VII. | NEW BUSINESS | |
| | *A. Public Use Policy – OP4 | Pages 35-37 |
| | *B. Sleighbell Trot – Fee Change | Page 38 |
| VIII. | EXECUTIVE DIRECTOR’S REPORT | |
| | A. Strategic Planning Update | Pages 39-44 |
| IX. | COMMISSION RESPONSE | |
| X. | ADJOURNMENT | |

*** Denotes Commission Action Needed**

**IRMO CHAPIN RECREATION COMMISSION
COMMISSION MEETING
WORK SESSION MINUTES**

Crooked Creek Park
August 27, 2008
6:15pm

Members Attending: Tom McLean, Scott Wilhide, Bruce Loveless, John Sowards, Emily Shuman. Non-Members Attending: Eve Mittendorf, Julie Strauss

In the absence of Executive Director Elizabeth Taylor, Administrative Services Director Eve Mittendorf announced that Saluda Shoals Foundation Director Dolly Patton would be sending invitations to a reception honoring the Nature's Theater design competition award winning architects. The reception will be held in the Blue Marlin Vista Room from 5:30-7:00 p.m. on Thursday, September 18, 2008.

Eve Mittendorf communicated that Beverly Izett, afternoon safari employee (ANS), had questions about the part time employee discount policy. In the past, children of part-time ANS employees attended the Safari program at no charge. As per policy, part-time employees will be required to pay, but receive the 10% part-time employee discount. Ms. Izett is concerned that we may lose some good employees because it is cost prohibitive for them to pay for their children. Eve stated that the management team and the Executive Director discussed the discount opportunities for part-time staff and is comfortable with the current policy of 10%.

Chairman Tom McLean is to present a certificate to Eagle Scout Nathan Hopfensperger at the Commission Meeting tonight. Staff reports will be accepted as presented. Interviews for Recreation Superintendent have been postponed until Elizabeth Taylor returns from medical leave. Unearth will be a four day event at Saluda Shoals Park October 2-5, 2008. Thursday night will be the Irmo Chamber Art, Food and Business Expo at the River Center. Friday night the Palmetto Mastersingers will perform in the Eagles Aerie. Saturday night musicians will have a sing-along until dark. Then Nickelodeon Theater will sponsor The Sound of Music sing-along version of the movie. Artists will be throughout the day use area from 1-5 on Sunday. The Lake Murray Symphony will perform at 5:00 p.m.

Chairman McLean will be going before the delegation on September 11, 2008. A request was made to start the Work Session at 6:30 for future meetings.

Julie Strauss
Recording Secretary
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION
COMMISSION MEETING
GENERAL SESSION MINUTES**

Crooked Creek Park
August 27, 2008
7:00 p.m.

Non-members Attending

Eve Mittendorf	Jack Shuman
Julie Strauss	Dolly Patton
Belinda Rhodes	Beverly Izett
Jack Terrell	Nathan Hopfensperger
Jeanette Wells	John Hopfensperger
Jim Wellman	Don Sylvestre
Jay Downs	Chretha Kelley

Members Attending

Tom McLean
Scott Wilhide
Bruce Loveless
John Sowards
Emily Shuman

The meeting was called to order by Chairman, Tom McLean. Mr. McLean delivered the invocation. Guests were welcomed.

I. APPROVAL OF THE AGENDA

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE AGENDA AS PRESENTED. SECONDED BY JOHN SOWARDS. MOTION APPROVED BY GENERAL CONSENT.

II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT

The news media was notified of the meeting, it was posted on the website, and a notice and agenda was posted at park sites one week prior to the meeting.

III. APPROVAL OF THE MINUTES

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE MINUTES AS PRESENTED. SECONDED BY BRUCE LOVELESS. MOTION APPROVED BY GENERAL CONSENT.

IV. COMMUNICATIONS FROM THE PUBLIC

Don Sylvestre, 79 Islay Lane, Columbia, SC 29212 – thanked Commission for special needs programs.

Beverly Izett, 4 Aderly Court, Irmo, SC 29063 – requested Commission review of current discount policy for afterschool safari part-time staff.

V. PUBLIC PRESENTATION

A. EAGLE Scout – Nathan Hopfensperger

Tom McLean presented a certificate to Nathan Hopfensperger in recognition of his EAGLE Scout project. Nathan constructed a rain garden at the restroom day area. Chairman McLean mentioned to Nathan Hopfensperger that Commissioners Wilhide and Sowards were also EAGLE Scouts.

VI. STAFF REPORTS

Staff reports accepted as presented.

VII. NEW BUSINESS

A. Public Use Policy – OP4

Eve Mittendorf communicated that the staff recommendation is to broaden the existing policy by changing 5.B to prohibit the distribution or use of tobacco products in all Irmo Chapin Recreation Commission buildings, not just the recreation center buildings as stated in the current policy. The second change would be to 5.C. It would prohibit tobacco use in all park athletic facilities, playgrounds, splash pad, and shelters; in addition to the restrooms, concession stands and press boxes as stated in the current policy.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE STAFF RECOMMENDATION TO CHANGE THE PUBLIC USE POLICY – OP4. SECONDED BY JOHN SOWARDS. VOTE TAKEN. MOTION APPROVED.

B. Fee Change – Sleigh Bell Trot

Eve Mittendorf communicated the staff recommendation is to implement a fee for Sleigh Bell Trot walkers. In prior years, walkers were not charged to participate in the Sleigh Bell Trot, but have provided them with bells and glow sticks for the event. The event has grown from 212 participants to over 1250 resulting in a significant cost to the agency. The recommendation from staff is to charge the walkers over the age of 7 years old \$5. This will cover the cost of the bells and bus transportation to and from the event.

A MOTION WAS MADE BY JOHN SOWARDS TO APPROVE THE STAFF RECOMMENDATION TO IMPLEMENT A FEE FOR WALKERS. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED.

VIII. EXECUTIVE DIRECTOR'S REPORT

A. Strategic Planning Update

Administrative Services Director, Eve Mittendorf, gave the Executive Director's report in the absence of Elizabeth Taylor. Eve Mittendorf requested Commission approval to post the strategic planning document on the Irmo Chapin Recreation Commission website for public information. This document includes an introduction, goals of the plan and information for our stakeholders on how they can become involved in the process. In addition, the document provides the results of Commission and staff input on identifying goal #1, which is to "clearly define the purpose and value of the Irmo Chapin Recreation Commission (District) in the community."

A MOTION WAS MADE BY JOHN SOWARDS TO POST THE STRATEGIC PLANNING DOCUMENT ON THE ICRC WEBSITE. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION APPROVED.

IX. COMMISSION RESPONSE

Emily Shuman commended the wonderful staff for taking the reins while Elizabeth is out on medical leave. John Sowards wished Elizabeth Godspeed and a full recovery. He also thanked Don Sylvestre for reminding us of all the good that goes on in the agency and for sharing it in a heartfelt way.

X. ADJOURNMENT

There being no further business, the Chairman adjourned the meeting at 7:25 p.m.

Respectfully submitted,
Julie Strauss, Recording Secretary
IRMO CHAPIN RECREATION COMMISSION