

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

Seven Oaks Park
January 28, 2015
6:30 p.m.

Members Attending: Scott Wilhide, Emily Shuman, Bruce Loveless Members Absent: John Sowards, Bill Harmon. Non-members Attending: Elizabeth Taylor, Eve Mittendorf,

Elizabeth Taylor reviewed the agenda. Commissioner Shuman shared the 2015 ICRC Commission officer slate for discussion: Chairman, John Sowards, Vice-Chairman, Scott Wilhide and Secretary, Emily Shuman. Commissioner Shuman will present the slate in General Session for vote. Commissioner Loveless shared appreciation of the Mungo Foundation's generous donations and he will recognize them in General Session.

Elizabeth Taylor shared there will be two public presentations: recognition of a generous donation from the Central League-SC Amateur Soccer Association and a presentation from Dr. Michael Hardy with The Institute of Outdoor Theatre on a project review and business plan for Nature's Theater.

Discussion occurred regarding the Saluda Shoals Park fencing bid; Stuyck was the lowest bidder. Commissioner Shuman inquired on the type of fencing; Elizabeth Taylor stated powdered coated chain link.

Commissioner Shuman shared information on the upcoming annual Oyster Roast event and requested Commissioner attendance on February 22, 2015.

Respectfully submitted,
Eve Mittendorf
IRMO CHAPIN RECREATION COMMISSION

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

Seven Oaks Park
January 28, 2015
7:00 p.m.

Members Attending

Scott Wilhide, Emily Shuman, Bruce Loveless

Members Absent

John Sowards, Bill Harmon

Non-members Attending

Elizabeth Taylor	Eve Mittendorf	Jack Terrell	Jay Downs
John Cantey	Dolly Patton	Fred Johnston	Jeanette Wells
Josh Brewton	Shari Mummaw	Jared Mummaw	Charlie Krawczyk
Lenos Cotspapas	Dr. Michael Hardy		

Vice Chairman Scott Wilhide called the meeting to order at 7:00 p.m.

I. APPROVAL OF THE AGENDA

The agenda was 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 the park sites one week prior to the meeting.

III. APPROVAL OF THE MINUTES

The minutes were approved by general consent.

IV. ELECTION OF OFFICERS

A MOTION WAS MADE BY EMILY SHUMAN TO ELECT JOHN SOWARDS AS THE CHAIRMAN, SCOTT WILHIDE AS VICE CHAIRMAN AND EMILY SHUMAN AS SECRETARY FOR 2015. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED.

V. PUBLIC PRESENTATION

A. Charlie Krawczyk, Central League Soccer Association

Elizabeth Taylor introduced Charlie Krawczyk and Linos Cotsapas with the South Carolina Amateur Soccer Association. Mr. Krawczyk and Mr. Cotsapas shared their appreciation for the long term partnership with ICRC. Mr. Krawczyk and Mr. Cotsapas presented a check for \$200,000 to be used in lighting two additional soccer fields at Saluda Shoals Park East. Elizabeth Taylor thanked Mr. Krawczyk and Mr. Cotsapas and shared appreciation for the 23 year relationship with the Central League.

B. Dr. Michael Hardy, The Institute of Outdoor Theatre

Dr. Hardy thanked the Commission for the opportunity to share the project review and business plan for Nature's Theatre; the Saluda Shoals Park Foundation commissioned The Institute of Outdoor Theatre to complete a business plan, architect review, fundraising recommendations, timeline, economic impact, marketing and financial plan for Nature's Theatre. Dr. Hardy distributed the project review and business plan report and reviewed the findings of the study. The Commission shared appreciation for the study and presentation. Elizabeth Taylor shared appreciation on behalf of staff.

VI. STAFF REPORTS

Staff reports accepted as submitted.

VII. NEW BUSINESS

A. FY 15-16 Budget Timetable

A MOTION WAS MADE BY EMILY SHUMAN TO ACCEPT THE FY 15-16 BUDGET TIMETABLE AS PRESENTED. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED.

B. Preliminary FY 15-16 budget for Lexington County Council

A MOTION WAS MADE BY BRUCE LOVELESS TO ACCEPT THE FY 15-16 BUDGET FOR LEXINGTON COUNTY COUNCIL. SECONDED BY EMILY SHUMAN. VOTE TAKEN. MOTION PASSED.

C. Saluda Shoals Park East Fencing Bid

Elizabeth Taylor communicated that the low bidder for the Saluda Shoals Park East fencing bid was Stuyck Company; staff recommends awarding the fencing contract to Stuyck.

A MOTION WAS MADE BY EMILY SHUMAN TO ACCEPT STAFF RECOMMENDATION ON THE SALUDA SHOALS PARK EAST FENCING

BID. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED.

VIII. EXECUTIVE DIRECTOR'S REPORT

Elizabeth Taylor introduced Josh Brewton, ICRC's intern from Clemson University and Shari Mummaw, ICRC's newest employee and receptionist at Saluda Shoals Park. Elizabeth Taylor shared with the Commission a six month mid-year report; Holiday Lights had a tremendous year with a \$26K increase from 2013, the overall financials are good with a fund balance of \$1.9M, the special revenue fund is over performing in budget projections and expenses are as expected; the 2014 tax revenues are remaining flat and the contingency account remains at \$100K. Ms. Taylor reviewed program success, including therapeutic recreation, fitness pass sales, special events, tennis, and the senior meals program. The athletic summer camps, fall and winter sports and sponsorships have all increased. The Seven Oaks Park has an increased demand in scholarships; 56% of participants had scholarship needs in basketball. The athletic department continues to partner with USA football in how to appropriately train football coaches, staff and parents in heads-up football; ICRC also continues to partner with the University of South Carolina in a concussion study; coaches training continues this year. Seven Oaks Park received \$1000 from USA football for equipment and an application has been submitted for a Community Block Grant for additional equipment. The market development department created marketing tools to track sports tourism information, networking opportunities, and staff continue to develop national and regional tournament partnerships. The administrative services department continue to ensure facilities are fully staffed. Additionally, the administrative services department review and recommend organizational changes, organize ground breaking events, administer health insurance benefits, manage the IT department and marketing department. Elizabeth Taylor stated under grant administration there are \$400K worth of grants awarded to ICRC. Development is near completion for expansion of Seven Oaks Park; the old gymnasium floor is scheduled to be replaced. Saluda Shoals Park East soccer field lighting is complete, the road permitting is in the final stages, the bridge is being fabricated, and curb and gutter started. The Epting Camp site work is waiting on permitting due to the revised master plan changes; the maintenance building plan is also being permitted and then mobilization will begin. Elizabeth Taylor shared appreciation to the Mungo Foundation for supporting two important initiatives: development at Saluda Shoals Park and funding the Chase Loveless scholarship program with a \$10,000 donation to ensure every child has an opportunity play. Vice Chairman Wilhide expressed appreciation for the Mungo Foundation's generous donation.

IX. COMMISSION RESPONSE

Bruce Loveless thanked the Mungo's for all they do for the community and shared appreciation for the \$50,000 for the landscaping of the front entrance at Saluda Shoals Park East and \$10,000 for the scholarship fund.

X. ADJOURNMENT

There being no further business the meeting adjourned at 8:20 p.m.

Respectfully submitted,
Eve Mittendorf
IRMO CHAPIN RECREATION COMMISSION