

GRAND BLANC PARKS AND RECREATION COMMISSION

Minutes of November 20, 2008

The regular meeting of the Grand Blanc Parks and Recreation Commission was called to order at 5:30 pm by Susan Soderstrom at the Grand Blanc Parks and Recreation Office, 360 E. Grand Blanc Road, Grand Blanc, Michigan.

Commission Present:	Susan Soderstrom	Chairman
	Jet Kilmer	Vice Chairman
	Ted Brundle	Secretary
	Tom Pettit	Treasurer
	Ben Clevenger	Commissioner
	Ginny Knag	Commissioner
	Gary Gratsch	Commissioner

Staff Present:	Kae Eidson	Executive Director
	Jamie Weasel	Assistant Director
	Vickie Michelson	Senior Coordinator
	Kellie Sergent	Recreation Programmer
	Andy Taylor	Maintenance Supervisor
	Paula Rainey	Office Manager

Guests

Tom Toughy of the Grand Blanc Arts Council was in attendance to inform the Commission of the community tree lighting ceremony scheduled for December 7th and request use of the sound system at the event.

Minutes

Motion by J. Kilmer, supported by G. Gratsch, to accept the minutes of the October 16, 2008 meeting as presented. Yeas-7 Nays-0. Motion approved.

Director's Report

Director Kae Eidson continues to attend regular staff meetings at the City and Township as well as Chamber of Commerce meetings, Kiwanis meetings, and Genesee County Senior Advisory Committee meetings.

Director Eidson and Assistant Director J. Weasel met with K. Trumbo, General Manager of the Grand Blanc View to discuss partnering and printing for distribution of the 2009 Winter/Spring program flyer as an insert.

The Director met with T. Dale, Principal of the Perry Center and J. Menassaka of Grand Blanc Community Education to discuss After School Programming and other programming conflicts.

The Director along with J. Weasel and K. Sergent met with Grand Blanc Little League President J. Whyatt to discuss plans for the 2009 season.

Director Eidson and Maintenance Supervisor A. Taylor met with Michigan Participating Plan Risk Control representative C. White to review facilities and practices.

The Director and Assistant Director met with R. Eggers of the Spicer Group and S. Pace from Grand Blanc AYSO to discuss possible partnerships in building the soccer fields at Creasey Bicentennial Park. To date the contract agreement has not been received from the Michigan Department of Natural Resources for this project.

The Director, Assistant Director and Maintenance Supervisor met at Creasey Bicentennial Park with R. Eggers and D. Hobson of the Township DPW to discuss progress of the temporary road and parking areas on the north side of the park.

The Director assisted with the October 18th Junior League Football games held at the Grand Blanc High School Varsity field.

Director Eidson has submitted the 2009 RFP for the Genesee County Senior Millage which included researching the pricing and availability of some equipment and services.

The Director has requested information from other departments regarding their advertising policies. Director Eidson and J. Weasel wrote a proposal for advertising policies to present to the Administration and Policy Committee.

The Director also prepared the 2009 Employee Compensation summary.

The final reports for the 2008 Baseball Tournament and the Family Fun Fest were included in the Director's Report.

Assistant Director's Report

Assistant Director Jamie Weasel assisted with Junior League Football games held at the Grand Blanc High School Varsity Field on October 18th.

The Flag Football and First Step Football concluded the season on October 18th. The First Step Football program was very successful. Both parents and children enjoyed the program and were very complimentary of the staff.

Fall Lacrosse concluded October 22nd. Trenton Gafner did a great job working with the players and sharing his knowledge and passion for lacrosse.

The adult basketball league started Monday, November 10. The Wednesday league will begin games December 3. There are six teams playing each night. Curtis Williams is supervising again this season.

Jamie has been working on the 2009 Winter/Spring program flyer. The program guide will be available as an insert in the Grand Blanc View in early December. In the past flyers have been printed in office and distributed through local elementary schools. This new format will reach more households while saving time and

expense. The flyer will have information for traditional winter/spring programs such as swim instruction, youth basketball, baseball and softball, special needs programming and special events.

Plans for the upcoming Junior League Basketball league include offering the program to 7th and 8th grade students and adjusting the instructional element each week.

Jamie attended a workshop for managing winter risk along with Maintenance Supervisor A. Taylor.

Recreation Programmer Report

Recreation Programmer Kellie Sargent reported that Junior League Football & Cheer season ended on Saturday, October 25 with the final games being played at Bicentennial Park. Games at the High School were played on October 18, due to a school conflict with the field for the last week of the season. Turn-out for both games was great and equipment turn-in worked very well at the park, as the maintenance staff was easily able to put the equipment back in storage right onsite. The season went well with good weather and great support from parents, coaches, and officials. The end of the season coaches wrap-up meeting is scheduled for November 18th.

Elementary After School programs are in full swing. Kids Create Silly Sculpture with D. Case will be ending this week. It was offered at two schools this fall and feedback has been great. The program will be offered at three schools for the winter session. Mrs. Case has some other fun ideas for programs this winter and spring.

Kids Konnection, the new after school venture for sport based programs, began last week in two schools with attendance about 12-15 students and four schools are scheduled to start next week, however only two of them have met minimum participation enrollment to date.

Middle School Intramural Flag Football is complete. Kellie has permitted for the use of East/West gyms in November and December for Boys Intramural Basketball. Due to limited gym space, there will be only 4 meetings at each site.

The Holiday Harvest Dinner and Dance is scheduled for Friday, November 21. This event is open to all children with special needs and their families. Present plans for winter special needs programming include swim, basketball, and floor hockey.

Maintenance Supervisor

Maintenance Supervisor Andy Taylor reported the maintenance staff has been preparing for winter activities. The snow making machines have been checked and repairs have been made to some of the hoses. The walls have been put in place for the warming shelter. Bales of straw have been placed around the shelter.

Andy met with C. White, regarding risk management. She noted several improvements since her last visit.

Andy and Jamie attended a workshop entitled "Winter Activities Risk Management". The seminar covered several types of problems that may arise with winter activities and also with management in general for all park activities.

The senior van required some repairs, including re-installing the passenger side door and work on the front brakes.

Mowers have been winterized and snow blowers readied for use.

Administration & Policy

The Committee met November 7th to discuss four items: 1) Advertising Policy, 2) 2009 Compensation Summary, 3) Commissioner At-Large interviews, and 4) Executive Director's Performance Appraisal.

The first item discussed was a proposed Advertising Policy developed by the staff. The Committee recommended presenting the Advertising / Sponsorship Policy Proposal to the full Commission for approval.

Motion by T. Brundle, supported by G. Gratsch, to adopt the Advertising / Sponsorship Policy Proposal as presented. Yeas-6, Nays-1. Motion approved.

The Committee then reviewed the 2009 Compensation Summary. The Director noted the proposal was based on a 2% increase, while the Township has a 2.5% increase scheduled. The Committee unanimously agreed to recommend the Commission accept the proposal.

Motion by T. Brundle, supported by T. Pettit, to approve the 2009 Compensation Proposal for full time employees as presented. Yeas-7, Nays-0. Motion approved.

The Committee discussed the Executive Director's Performance Appraisal. T. Brundle compiled a summary of the five responses from Commissioners as well as the self evaluation submitted by Director Eidson. The Committee agreed the form needs further review.

Budget & Finance

No report.

Senior Committee

The Committee did not meet, however Senior Coordinator Vickie Michelson reported that she recently attended the annual conference of the Michigan Association of Senior Centers. Health and fitness were among the main topics of discussion at the conference.

Area & Facilities

No report

New Business

Ben Clevenger, recently elected to the Board of Trustees for the Charter Township of Grand Blanc was introduced as the newly appointed Township representative on the Grand Blanc Parks and Recreation Commission. Ben replaces Roger Swaim whose term as a Trustee has ended.

Financial Reports

Motion by, T. Pettit, supported by J. Kilmer, to accept the November 2008 Financial Reports as presented. Yeas-7, Nays-0. Motion approved.

Administration & Policy

The term of the current Commissioner At-Large, G. Knag, will end December 31, 2008. There were four letters of interest submitted to the Director to be considered for the position. The six appointed Commissioners interviewed the following people for the Commissioner At-Large position: Ginny Knag, Brad Hester, Pat Oaks, and John Robertson. At the conclusion of the interviews each Commissioner ranked the four candidates. A discussion ensued.

Motion by J. Kilmer, supported by T. Brundle, to nominate John Robertson as the Commissioner At-Large. Yeas- 2, Nays-4. Motion defeated.

Motion by G. Gratsch, supported by B. Clevenger, to nominate Brad Hester as the Commissioner At-Large. Yeas-6, Nays-0. Motion approved.

Motion by G. Gratsch, supported by J. Kilmer, to adjourn the meeting as there was no other business to discuss. Yeas-6, Nays-0. Motion approved. The meeting adjourned at 8:40 pm.

Respectfully submitted,

Ted Brundle, Secretary
TB/pr