



Centre Region Council of Governments

## CENTRE REGION PARKS AND RECREATION BOARD CENTRE REGIONAL RECREATION AUTHORITY

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*Serving the Borough of State College and the Townships of College, Ferguson, Harris and Patton*

### Approved Minutes of Regular Meeting

Thursday, 14 Jan 2010  
at the COG Building, Forum Room

#### I. CALL TO ORDER and ROLL CALL

Chair Sue Mascolo called the meeting to order at 12:15 P.M.

Board members attending (6 of 6):

Sue Mascolo	Donna Conway	Chris Hurley
Donna Ricketts	Roy Harpster	Kathy Matason

Staff: Director Ronald J. Woodhead Recreation Supervisor Sports & Fitness Jeff Hall  
Park Supervisor Greg Roth Recreation Supervisor Programs & Special Events Beth Lee  
Aquatics Supervisor Todd Roth Recreation Supervisor Nature Center Molly Hetrick  
Office Manager Diane Ishler Senior Center Supervisor Virginia Shawley

#### II. BOARD / AUTHORITY REORGANIZATION for 2010

Ms. Mascolo turned the meeting over to Mr. Harpster for the reorganization vote.

A. Election of Officers - Mr. Harpster indicated that the Authority Nominating Committee recommended that the 2009 officers be retained for 2010. The current officers were unanimously retained on a motion by Mr. Hurley and seconded by Ms. Matason. Those officers are:

Sue Mascolo, Chair  
Roy Harpster, Vice Chair  
Donna Conway, Treasurer  
Kathy Matason, Secretary

Ms. Mascolo resumed chairing the meeting.

B. Board 2010 Meeting Schedule - The proposed meeting schedule as revised for Fri. Sept 3 from Thursday, Sept. 2. The 2010 meeting schedule, as revised, was unanimously approved on a motion by Mr. Harpster and a second by Ms. Conway. The meetings for 2010 will be (on Thursdays unless noted):

Feb. 11	May 13	Aug. 12	Nov. 10
Mar. 11	Jun. 10	Sept. 3 (Fri)	Dec. 9
Apr. 8	Jul. 7	Oct. 14	Jan. 13, 2011.

C. Authority Solicitor appointment - The firm of Miller, Kistler, Campbell were unanimously retained to serve as Authority Solicitor for 2010 on a motion by Ms. Conway and seconded by Ms. Matason.

D. Nature Center Advisory Committee meeting schedule - The 2010 meeting schedule for the Millbrook Nature Center Advisory Committee was unanimously accepted following a motion by Dr. Ricketts and a second by Mr. Hurley. The 2010 bimonthly meeting schedule:

17 Feb 2010	COG Bldg	18 Aug 2010	MMNC
21 Apr 2010	MMNC	20 Oct 2010	MMNC
16 Jun 2010	MMNC	15 Dec 2010	MMNC
16 Feb 2011	COG Bldg		

### **III. COMMENTS FROM THE PUBLIC - none**

### **IV. APPROVAL OF MINUTES**

The minutes from the 10 Dec 2009 Regular Meeting were unanimously approved following a motion by Mr. Hurley and seconded by Ms. Conway.

### **IV. ACTION ON VOUCHERS**

Ms. Conway asked if the payment to the firm of "Babst Call and Clements Zomnir PC" was the final payment for their legal work on the Welch Pool Master Site Plan. Mr. Woodhead indicated it was related to distributing and recording the final agreements with SCASD. The December vouchers were then unanimously approved following a motion by Ms. Conway and a second by Mr. Harpster.

### **V. COMMITTEE REPORTS**

*Municipal Boards & Committees: Issues & Updates by Board Members*

- *College Twp. Parks & Recreation Committee:* No report.
- *Patton Twp. Rec. Advisory Committee:* Mr. Hurley reported the committee met on 18 Dec. They approved their meeting schedule for 2010.
- *Borough of State College:* No report
- *Harris Twp. Park & Recreation Committee:* No report.
- *Ferguson Township:* No report
- *State College Area School District:* No report, but Dr. Ricketts brought copies of the SCASD Community Education Brochure for the Authority members.

*Millbrook Marsh Nature Center Advisory Committee* - The committee has not met.

*COG Parks Capital Committee* - Mr. Harpster reported that the meeting was spent mostly discussing the Hess Softball Field Complex. The suggestion was made that the SC Softball Association operate it for one more season with the COG purchasing in August 2010 - and immediately beginning the needed renovations so it could re-open in 2011. Solicitor Williams is working on the agreements, etc. Mr. Woodhead told the Authority/Board that Little League may consider using the fields for Girls Softball. This could help with the suggestion to make Hess a youth-only facility. Mr. Harpster indicated he is concerned about the baseball pitching mound since there is no mound in softball. The staff will be meeting with representatives of Little League to find out more information.

*Regional Park Planning Committee* - Mr. Woodhead referred to the center pages of the Active Guide showing the latest concept drawing of the Whitehall Road Parkland Master Site Plan.

### **VI. STAFF REPORTS**

*December 2009 Activity Report* - Mr. Woodhead commented on the fact that December was both very active and productive.

*2009 Agency Highlights* - Mr. Woodhead referred to the Agency Highlights of 2009. The Board members found the highlights to be very impressive. Ms. Mascolo asked Mr. Woodhead to speak to the regional parks initiatives. Mr. Woodhead reported the following regional parks status: The Oak Hall Parkland Master Site Plan has been completed and the grant reimbursement check is in process. Ms. Mascolo asked if the grant requires the construction at Oak Hall be started by a certain date? Mr. Woodhead replied that technically the grant says that you need to build within 3 years but they may not hold us to that start. Whitehall Road Parkland Master Site Plan is in process. We will apply for partial reimbursement for this grant. The Hess Softball Field Complex purchase - there is a lot of background work that has to be done before it goes to General Forum. Mr. Mascolo, member of the community, asked if an appraisal had been requested for the Hess Softball Field Complex. Mr. Woodhead indicated that one had been ordered.

*Fall 2009 Program Report, Annual 2009 Program Report, 2010 CRPR Work Plan* - These reports will be

presented at the February meeting.

*Welch Pool Renewal Updates -*

- The \$33,000 grant check for reimbursement of the Welch Pool Master Site Plan has been received.  
- Mr. Woodhead referred to the detailed construction schedule as compiled by Poole Anderson. He also provided a photo of the Welch Pool as it was at the time of the meeting. He stated that the concrete will be ground up and used on the site as fill (not under structures). Mr. Hurley indicated that some of the construction going on at the University is set up to web cam so that people can go on the website and watch construction in real time. Todd Roth indicated that is a good idea; pictures are being made available weekly. Mr. Woodhead indicated we would check into the possibility of the web cam service.

*Winter / Spring Active Guide Report -* Ms. Lee told the Authority/Board members that the name of the Agency program guide has been changed from **Leisure Guide** to **Active Guide** to more accurately reflect the Agency activities. The Winter /Spring Active Guide was published and 14,000 were inserted in the Centre Daily Times on Sunday, 3 Jan 2010.

**Supervisor Highlights:**

*Beth Lee, Recreation Supervisor for Programs & Special Events -* Ms. Lee related that the e-newsletters are being sent once a month and there are currently 335 subscribers, plus we are using Active.net emails. For the period 3-14 Jan, there were 515 program registrations for a total of \$27,000, of those 177 were from the Internet, totaling \$8,400.

*Virginia Shawley, Senior Center Supervisor -* Ms. Shawley reported that the Center is hosting the Bellefonte Center patrons several times a week since their building was damaged by fire. A Wii was purchased for the Center from proceeds of a Basket Raffle. She is currently investigating the possibilities of offering a six week Oil Painting class. The seniors are also excited about the new Zumba Gold Class.

*Molly Hetrick, Recreation Supervisor - Nature Center -* Ms. Hetrick reported she is focusing on getting ready for camps and the first day of camp registration. She is also working on scheduling spring school groups, scout groups and birthday parties.

*Jeff Hall, Recreation Supervisor for Sports & Fitness -* Mr. Hall reported that approximately 128 people registered for the adult fitness classes with at least 18 in each class. There were also 32 registered in the soccer program, 7 or 8 adult basketball teams, and 2 volleyball leagues with 25 teams total. He is also starting to work on the sportfield requests, making sure the application forms are sent out for the March 1 deadline for requests.

*Greg Roth, Park Supervisor-* Mr. Roth reported the ice rink at Blue Spring Park was open for skating again and Slab Cabin has been open for sledding since Christmas. The PCC crew has completed 4 informational kiosks at Millbrook Marsh and installed the Wetlab furniture (salvaged from PSU).

*Todd Roth, Aquatic Supervisor -* The contractors have been at Park Forest Pool to finish some of the punch list items. Winter swim lessons begin next week (18 Jan). Tomorrow (15 Jan) there is a meeting with the IT Dept. to look at the options for video security systems at both Park Forest and Welch pools.

**VII. COMMUNICATIONS - None**

**VIII. ACTION ITEMS**

**A. Nature Center Advisory Committee Appointment-** Mr. Woodhead indicated that the nomination for the Centre Regional Planning Commission representative to the committee should be provided for action at the next Board/Authority meeting.

**B. Internet Registration Quota Policy** - Mr. Woodhead explained that previously the Board/Authority had approved limiting the Internet registration to 50% of the class for the first three weeks of the registration period. After several registration periods, the staff felt that three weeks was too long and is recommending that the length of time for this 50% policy be reduced to one week. Ms. Conway asked if this was clearly noted on the Internet and Mr. Woodhead indicated it was. Having registration go through the internet reduces our expense. After much discussion, the 50% Internet registration policy for one week was unanimously approved following a motion by Mr. Harpster and seconded by Ms. Matason.

**C. Consider the 2010 Pool Operations Policy** - Mr. Woodhead introduced the proposed 2010 Pool Operations Policy. The most important part of the policy is on page 3 with the other parts of the policy based on this information. The proposed policies are based on the fact that Welch will not open in 2010 as well as the new facilities at Park Forest. He reviewed the adult swim lap lane opportunities and the proposal for 2010. Mr. Roth also reviewed the best use of the water space. The recommendation is to maintain one lane for lap lanes (except during peak visit periods) and to expand the lap swim times on the weekends. Mr. Woodhead also noted the expanded schedule (via rental) for community swimming at the High School Natatorium. Ms. Mascolo asked about the vending; are we going to have vending? Mr. Roth indicated that we just had the vending as we always have; the swim teams asked to provide food for swim meets and they were able to do that. We receive 20% of the gross revenue from Bittner Vending. Although other vending companies were contacted for a quote, only Bittner Vending Inc. responded with a proposal. Mr. Hurley asked what other food items (not included in the vending machines) would be sold. Mr. Roth indicated that the Swim Team Parents sell only during the swim meets. He reported that they met with the Boro Health Department so they handle the food in compliance with the food regulations. Mr. Roth had asked Mr. Kevin Kassab, State College Borough Health Department, about the liability and he indicated that the possibilities of that being a problem were insignificant. Mr. Hurley asked if the Authority would be held liable if someone becomes ill? Therefore, based upon the Board's comments, the Director proposed that the policy be amended to stipulate that all public food service regulations and Safe Serve guidelines must be followed by all groups. The policy with that food regulation amendment was unanimously approved following a motion by Mr. Hurley and a second by Ms. Conway. Ms. Conway commented that the staff did a good job in preparing the swim policy for Board action.

## **IX. ADJOURNMENT**

There being no further business, the meeting was adjourned following a motion by Mr. Hurley and a second by Dr. Ricketts. All in favor.

**THE NEXT MEETING has been scheduled for  
Thursday, 11 Feb 2010, 12:15 PM, at the COG Building Forum Room.**

*These minutes were approved by the Board on Thursday, 11 Feb 2010.  
They will now be distributed to Municipal Managers, SCASD and posted on the CRPR website.*

Meeting summary prepared by Diane Ishler, CRPR Office Manager

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