

Reading Recreation Commission  
6:56 PM  
3<sup>rd</sup> & Spruce Recreation Center  
Minutes of the January 14, 2014 Meeting

The Reading Recreation Commission was called to order on Tuesday, January 14, 2014, at 6:56PM by Daphne Klahr.

The Board performed the Pledge of the Allegiance and then the roll call of members. There were seven of ten board members present and they included: Christopher Daubert, Carl Geffken, Marcia Goodman-Hinnershitz, Allen McCloud, Otis Smith, Donald Taddei Jr. and James Washington. The following board members were absent: Manuel Guzman, Eddie Moran and John Santoro. Staff in attendance: Daphne Klahr, Executive Director and Rebecca Swoyer, Business Manager (recording secretary). Guest: Brett Fegley, Esq., Hartman Shur.

**Election of Officers**

Nomination for Chairman: Marcia Goodman-Hinnershitz nominated James Washington for Chairman. Carl Geffken seconded the motion. James Washington nominated Otis Smith for Chairman. Allen McCloud seconded the motion. A ballot was passed around and everyone voted. The vote was unanimous for James Washington as Chairman.

Nomination for Vice Chairman: Marcia Goodman-Hinnershitz nominated Carl Geffken for Vice Chairman. Allen McCloud seconded the motion. The Board performed a roll call of members: Christopher Daubert – yes, Carl Geffken - yes, Marcia Goodman-Hinnershitz - yes, Allen McCloud – yes, Otis Smith - yes, Donald Taddei Jr. - yes and James Washington – yes. Motion passed 7-0.

Nomination for Treasurer: Carl Geffken nominated Marcia Goodman-Hinnershitz for Treasurer. Christopher Daubert seconded the motion. The Board performed a roll call of members: Christopher Daubert – yes, Carl Geffken - yes, Marcia Goodman-Hinnershitz - yes, Allen McCloud – yes, Otis Smith - yes, Donald Taddei Jr. - yes and James Washington – yes. Motion passed 7-0.

Nomination for Secretary: Marcia Goodman-Hinnershitz nominated Donald Taddei, Jr. for Secretary. James Washington seconded the motion. The Board performed a roll call of members: Christopher Daubert – yes, Carl Geffken - yes, Marcia Goodman-Hinnershitz - yes, Allen McCloud – yes, Otis Smith - yes, Donald Taddei Jr. - yes and James Washington – yes. Motion passed 7-0.

Daphne presented the proposal to amend the Reading Recreation Commission By-laws and the Cooperation Agreement between the City of Reading and the Reading School District to change the monthly meetings to bi-monthly and the reorganization meeting to February of each year. Discussion followed. Brett Fegley explained the necessary process to make the proposed changes. Otis Smith recommended that the attendance policy also be reviewed to coincide with the proposed changes. Discussion followed regarding the attendance policy. The first introduction and vote on the resolution to adopt these changes was taken at this meeting with the final approval to be at the March board meeting. Marcia made a motion to accept the Resolution 2014-1 (1st reading) to amend the Reading Recreation Commission By-laws and Cooperation Agreement between the City of Reading and the Reading School District to reflect changes in the meeting schedule to bi-monthly, attendance policy, and to change the reorganization meeting to February (Attachment A) and Allen McCloud seconded the motion. Motion passed 7-0. Brett Fegley will draft proposed changes and submit to the City of Reading

and Reading School District for review and approval. Daphne will forward the final resolution after reviewed and amended by Brett Fegely to all board members via e-mail.

Daphne introduced Christopher Daubert, City Councilman District 1, who is replacing Donna Reed as a board member. Introductions followed. James Washington explained that the Reading Recreation Commission has a five year agreement with the City of Reading and the Reading School District.

### **Minutes**

The minutes from the October 8, 2013 meeting were reviewed. Donald Taddei, Jr. made a motion to approve the minutes. Allen McCloud seconded the motion. The motion was approved unanimously.

### **Executive Director's Report**

Daphne handed out her Executive Director's report for January 2014.

### **Highlights:**

1. Girls Leadership Program is going very well. As of today, we still have 27/30 girls from the Reading School District (representing 9 schools) actively participating. Some of the activities that the Girls Leadership have participated in to date are: Meeting with Goggle works artist, completing a "What Beauty Means to Me" photography project, meeting with professional photographer Tania Colomarino, meeting with screen printer Shaun Bottiglieri and designing their own logo, donating socks to Berks Women in Crisis, writing Get Well cards to patients at St. Joe's, visiting St. Joe's and taking a tour, planning activities for the Winter Carnival, collecting food for the needy, shopping for Angel Tree gifts with women mentors, generational summit with community leaders, and helping to serve the Thanksgiving Dinner to kids at 3<sup>rd</sup> and Spruce. This past Saturday, the girls traveled to New York to see Cinderella on Broadway and spent some free time exploring New York. Upcoming events include a trip to the Reading Symphony, Kutztown University, and an animal therapy stable. Next week's guest speaker is Kimberly Helton, the Director of the Workforce for the Governor's Office. She has been giving her updates because this is a model that Ms. Helton thinks could be a state or national model. The program continues through May 2014 and meets weekly at 3<sup>rd</sup> and Spruce every Wed. 5:30 – 7:00. Daphne invited any interested board members to attend.
2. The work at Baer Park has been completed. Daphne will be attending a banquet on January 21<sup>st</sup> to accept an honorary check from Chuck Domino and Baseballtown Charities to the Reading Recreation Commission. We will be having a ribbon-cutting in the spring to dedicate the park and hope to coordinate the Pitch, Hit, and Run event that we discussed previously. Work that was completed at Baer Park includes new bleachers, infield, fencing, gates, and benches. Daphne brought Christopher Daubert up to date on the issue with the boxing program in the field house. Marcia suggested that she and Chris have a meeting to discuss what should be done before it is brought to city council. She feels the mayor should be made aware so he knows what is happening.
3. Obtained bids from several local companies for stair treads at 3<sup>rd</sup> and Spruce. The City will be installing the stair treads as time permits. The stairs were a slipping hazard and had previously been painted. The stair treads and supplies are currently at 3<sup>rd</sup> and Spruce waiting to be installed.
4. 3<sup>rd</sup> and Spruce's gym sustained over \$20,000.00 damage to the wall mats when a county community service worker used a sharp blade and slit all of the mats which happened in just a few minutes. Detective Mike Hope filed felony charges against the 15-year old suspect and the case has been referred to juvenile probation. The Reading Recreation Commission board of directors authorized repairing of the mats by Gehringer Canvas at a cost of \$8,300.00. Any

monies that are recovered from the defendant will be reimbursed to the Commission by the City of Reading per Chris Zale. The breakdown of the costs associated with the damage are as follows:

Repair panels (Gehring)	\$8300.00
RRC John O'Mara: 15 hours @ \$15.00:	\$225.00
RRC Ken Bechtel: 5 hours @ \$10.00:	\$50.00
RRC Supplies (duct tape)	\$65.02
RRC Basketball	\$25.00
	\$8665.02 for the RRC
City of Reading Luke Schultz: 5 hours @ \$22.00:	\$110.00
City of Reading Supplies (staples)	\$50.00
	\$160.00 for the City of Reading

5. Met with Dave Ruyak from Public Works and Matt Lubas to tour the Wodenshiere Pool which is currently up for sale. The property needs a substantial amount of work, is not within the City limits, and is bordered by residential/commercial properties on three sides. Daphne contacted our local DCNR representative who stated that there is grant money available for acquisitions in the future should opportunities for acquisitions arise.
6. Met with Captain Damond Kloc who replaced Captain Powell as the Division Chief for the Reading Police Department. They discussed upcoming programs that could possibly need a police presence in addition to the need for security cameras at 3<sup>rd</sup> and Spruce.
7. Per City Council's request, we have completed the installation of a security gate at 3<sup>rd</sup> and Spruce Recreation Center. The gate will allow us to open bathrooms at the rec center for visiting baseball teams. We still need to rezone the security system to allow us to turn off the alarm in the hallway. We are working with Public Works regarding this issue.
8. Several events were held by the Reading Recreation Commission since October 9<sup>th</sup>. These include the Fall Festival and Hayride, Halloween Costume Dance, Family Fun Night, Thanksgiving Dinner, Turkey Tournament, Cookies with Santa, Pine Car Derby, Science Demonstration, Bingo Fundraiser, and Snowflake Ball. The bingo event, despite the low turnout and horrible weather conditions, still profited \$325.35. Thank you to everyone who helped with our special events. In the spring we will have another hoagie sale to help raise money for student trips.
9. Received a quote from the USDA APHIS Wildlife Services (information was provided) to provide Canada Goose management for Schlegel Pool Park. The first estimate for \$2,540.67 is for harassment up to nesting season and the second is for harassment as well as nest and egg treatment. The estimate reflects the maximum cost of the project. The USDA would bill the City or the Reading Recreation Commission throughout the agreement as they use the funds, it would not be an upfront amount. It is important to note that we have a very big Canada Goose problem at the Schlegel Pool. It affects the pool water, pits the cement, and decking. West Reading Borough has similar issues at their park and uses the wildlife service to address them. Daphne will discuss this further with Dave Ruyak. Discussion followed. James Washington proposed that Marcia Goodman-Hinnershitze and Christopher Daubert take it to City Council but also be prepared for the Reading Recreation Commission to take care of this. Marcia stated she will set up a meeting with Carol Snyder.
10. ATS provided us with a quote of \$795.00 to service the suppression system in the 11<sup>th</sup> and Pike Recreation Center kitchen (information was provided). We are still waiting for the second part of this quote which includes repairing the hood pipe and moving cabinetry that is too close to the hood. The total cost of the project is estimated to be around \$1,700.00. This work is required to be done in order to pass inspection for the kitchen. Currently, the kitchen is out-of-code and we are not able to prepare any food in the kitchen to serve to children. The kitchen

has not passed inspection for several years and it is a serious problem that needs to be addressed. This project was slated to be completed through money from CD but was removed due to serious issues with the heating units at the Pike. James Washington made a motion to seek bids/quotes to not exceed \$2,000.00. Carl Geffken seconded the motion. The Board performed a roll call of members: Christopher Daubert – yes, Carl Geffken - yes, Marcia Goodman-Hinnershitz - yes, Allen McCloud – yes, Otis Smith - yes, Donald Taddei Jr. - yes and James Washington – yes. Motion passed 7-0. Then after it is done – pull all bills and where we are at – seek reimbursement. If it doesn't happen then the RRC will just pay. When this happens – we talk to public works. We do a phone chain notify all the parents. Marcia will have a memorandum from Daphne that Chris and Marcia can take to City Council.

11. Reinsel, Kuntz, Leshner, LLC, is currently in the process of completing our audit. So far, they have reported no issues with any information that we have provided. They are scheduled to be here next week to complete their process.
12. The Reading Recreation Commission received a DCNR grant in the amount of \$72,000.00 to complete a Recreation plan for the Commission and the City park system. The award period will start in April. Daphne will be meeting with DCNR tomorrow to discuss the grant requirements and timeline. This will be completed by Ann Toole who completed the City of Allentown plan. The City also received the grant to continue improvements at the 11<sup>th</sup> & Pike playground.
13. Received notification that we did not receive the National Catholic Campaign for Human Development Grant that Daphne applied for due to the following reasons: *“The group’s board is an appointed board and is not low income and does not meet our basic low income criterion which requires 50% low income control. CCHD does not fund governmental groups.”*
14. Daphne applied for a BCCF grant in the amount of \$12,000.00 to help support the Girls Leadership Program.
15. We have renewed interest in holding a summer playground program at City Park. We will be unable to run a program there without access to the concession stand. We will need access to the comfort station. If we don't have the comfort station we cannot have a playground program. Marcia stated that the old water works conservancy is opening up and we could look into using that building.
16. The men's basketball Sunday league has 10 teams registered and it is going very well! The response has been phenomenal and sales at the concession stand have been very good due to the great attendance at the games.
17. We are exploring hosting a monthly Friday basketball open gym from 8:00PM to 11:00PM for the Community. This would be similar to the program in Philadelphia. The police department is supportive of the idea to help get kids and young adults off of the street and into a safe environment. Daphne met previously with Chief Heim and Captain Powell regarding basketball open gyms. Daphne informed the board that we have bubbles rising in the gym floor. There are 5 spots on the gym floor. We have the quotes and everything in place if we proceed. The estimate was approximately \$2,000.00.
18. Daphne attended the St. Joseph Emerald Ball where she had the opportunity to meet with local community leaders. Among them was Mrs. Rye of Brentwood Industries who asked that Daphne forward information to her about our programs for future possible grant funding from Brentwood Industries Foundation.

### **Treasurer's Report**

Marcia Goodman-Hinnershitz discussed the Treasurer's Report. Marcia reviewed the following reports: Profit and Loss budget vs. actual; Balance Sheet Previous Month Comparison which compared months October & November & November & December; Administration Profit and Loss budget vs. actual;

Programs Profit and Loss budget vs. actual; Tennis Profit and Loss budget vs. actual; Pool Profit and Loss budget vs. actual; Income Detail Report and Expense Detail Report.

James Washington asked what the reserve balance is. It is \$347,739.34.

A discussion followed regarding the cost the Commission has paid for city maintenance expenses. Marcia suggested that we prepare a report of what the Commission has paid and provide it to the City.

The City has notified us that the 1<sup>st</sup> quarter payment is in the mail. We have not heard from the Reading School District. We are waiting for \$99,000 in funding from DCNR from 2013 which will be received in 2014.

Marcia asked if there were any questions. There being none, Carl Geffken made the motion to accept the Treasurer's report as presented. Allen McCloud seconded the motion. The Board performed a roll call of members: Carl Geffken - yes, Marcia Goodman-Hinnershitz - yes, Allen McCloud – yes, Donna Reed - yes, John Santoro - yes, Otis Smith - yes, Donald Taddei Jr. - yes and James Washington – yes. Motion passed 8-0.

#### **Subcommittee Reports**

##### **A. Finance –**

Carl Geffken – nothing to report.

##### **B. Personnel –**

Eddie Moran was absent.

##### **C. Facilities/Programs –**

John Santoro was absent.

A discussion followed regarding the Subcommittee. James Washington proposed that we continue with these subcommittees. James asked if everyone could contact him with interest in the committees.

#### **New Business**

Marcia Goodman-Hinnershitz asked if we received an update from the City regarding the Olivet's Boys and Girls Club. She stated they finished their capital campaign and have received their funding. Marcia made a motion to invite the CEO of the Olivet's Boys and Girls Club to the next commission meeting to present. Allen McCloud seconded the motion. The motion was approved unanimously. It was stated that Jeff Palmer is retiring in June 2014 and Dr. Smith is in the role.

Daphne stated that we need to take a photo of the board for the annual report. Everyone needs to be at the next meeting for the photo.

Daphne informed the board that in their packets there is a copy of the approved RRC Non-Uniformed Personnel Policy Handbook.

#### **Adjournment**

There being no further business to be brought before the board, James Washington made a motion to adjourn the meeting at 8:53PM. Allen McCloud seconded the motion. The motion was approved unanimously.

**Upcoming meetings:**

**February Recreation Commission Meeting – Tuesday, February 11<sup>th</sup> at 7:00PM, 3<sup>rd</sup> and Spruce Recreation Center.**

Respectfully submitted,  
Rebecca Swoyer  
Recording Secretary