

Reading Recreation Commission
7:08PM
3rd & Spruce Recreation Center
Minutes of the November 14, 2017 Meeting

The Reading Recreation Commission was called to order on Tuesday, November 14, 2017 at 7:08PM by Daphne Klahr.

Daphne took the roll call of members and then the board performed the Pledge of the Allegiance. There were five of nine board members present and they included Christopher Celmer, Marcia Goodman-Hinnershitz, David MCCoy, Donald Taddei, Jr., Brian Twyman (filling in for Christopher Daubert). The following board members were absent: Christopher Daubert, Robert Heebner, Jr., Joseph Kelleher, Eddie Moran and Luke Schultz. Staff in attendance: Daphne Klahr, Executive Director, and Rebecca Swoyer, Business Manager (recording secretary). Guest in attendance: Ralph Johnson from the City of Reading Public Works.

New Business - Budget

Daphne presented the 2018 budget to the board. A budget meeting was offered to the board meeting prior to the meeting to discuss the budget details. Daphne reported changes to the budget from last year involving personnel and food service.

Personnel

- Two positions were eliminated - the Sports Program Manager and the Chief Development Officer.
- Adonis Fleming was hired as the first Assistant Recreation Supervisor. In his position, Adonis will assist the Recreation and Program Supervisors along with implementing expanded sports programming to engage more youth. Adonis has been an employee of the RRC since 2012.
- An allocation for salary and benefits has been added to the budget for Tennis Director Larry Zerbe. For the past several years, Mr. Pat Shields and Fromuth Tennis has generously funded this position paying for salary and benefits in entirety.
- A subcontractor will be hired on an as-needed basis to perform some marketing and desktop publishing tasks for the RRC. This person is a retired Reading School District teacher with experience in marketing and flyers.

Food Service

- The Food Service program is expanding to feed an additional 500 meals a day to the Olivet's Boys & Girls Club afterschool sites at Oakbrook, Clinton Street, Mulberry Street & the PAL locations.
- A second full-time Food Service Coordinator will be hired to work at 11th & Pike starting in December to prepare the additional meals.

Grants and Fundraising

- Reading Radsport will be held, once again, as a fundraiser for the RRC. The Radsport event is scheduled to be held in the first week of August 2018. Funds raised from the 2017 and 2018 events will be used to fund a much-needed walk-in refrigerator at 3rd & Spruce Recreation Center.
- We are expecting to receive a \$10,000.00 Grainger grant in 2018. Grainger helped to fund the security cameras at 11th & Pike and 3rd & Spruce.
- Youth Scholarship funds are currently at \$16,000.00; \$12,000.00 of those funds are general scholarship.
- Playground sponsorship is approximately \$8,000.00. Gilmore Henne funded a program at Barbey's Playground in 2017.

Marcia Goodman-Hinnershitz made a motion to accept the 2018 budget as presented. David MCCoy seconded the motion. The Board performed a roll call of members: Christopher Celmer – yes, Marcia Goodman-Hinnershitz – yes, David MCCoy – yes, Donald Taddei Jr. – yes and Brian Twyman – yes. Motion passed 5 – 0. The motion was approved unanimously.

Minutes

The minutes from the August 8, 2017 meeting will be reviewed and approved at the next meeting held in February.

Treasurer's Report

Daphne presented the Treasurer's Report. Daphne reviewed the following reports: Profit and Loss budget vs. actual; Balance sheet Previous Month Comparison which compared months July and August; August and September; September and October; 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. Daphne stated that we are projecting to end the 2017 year at a break even. Daphne asked if there were any questions. There being none,

Christopher Celmer made the motion to accept the Treasurer's report as presented. Marcia Goodman-Hinnershitz seconded the motion. The motion was approved unanimously.

Old Business

Reading Radsport Festival was held on September 8th and 9th, 2017. The Twilight Criterium was held in West Reading on September 9th. The Radsport Festival is raising money for our food service program. The net profit from this event was \$30,000.00*. We could not have done it with the generous donation from Peter Barbey! Daphne reminded the board members that they are invited to attend any of the Radsport Festival meetings. They are held every Monday at 4:00pm at the Reading Eagle Company in the board room. *the event, in reality, did not net any real profit since it was mostly underwritten by two major sponsors.

Executive Director's Report

Daphne gave a verbal Executive Director's report for August, September & October

Highlights:

1. United Way gave us a \$15,000 rapid response grant for a second food service van. Daphne requested remaining funds from the Friends of Reading Hospital to pay for the balance of the food service van including the lettering. Tom Masano would provide the shelving in the new van. We should be finalizing that in the next few weeks.
2. RRC is featured in the State's new parks alliance campaign. This is done by the State and is a state publication. RRC is promoted very prominently on page 12 in an article about our Northeast Girls Leadership Program. It is a very nice article.
3. There is an ad in the Non-Profit section of the Reading Eagle highlighting the RRC. It highlights our gardening and cooking programs which are very popular and going very well! We partnered with the YMCA for the gardening programs. We have gardens at both 3rd & Spruce and 11th & Pike that produced the vegetable and herbs that we used in our cooking programs. With the gardening they are really pushing us to do container gardening.
4. All of the RRC programs are thriving. Our numbers are really increasing now that the weather has been colder. Adonis, Heather and Matt are doing an excellent job.
5. We are in need of coats for the kids. We just had a family reach out to us for a need for winter coats and we were able to provide them!
6. Our annual Cookies w/ Santa event is being held at Pendora Park on December 7, 2017.
7. Our annual Snowflake Ball event is being held at 3rd & Spruce on December 21, 2017.
8. We partner every year with Blue Mountain to have a pine car derby race which is a great event that the kids love. We set up the track which was given to us by Muhlenberg Parks & Rec at 3rd & Spruce. Marcia Goodman-Hinnershitz talked with Rich Roth about having the winner of the pine car derby race present the green flag at the start of the Duryea Hill Climb. He agreed to do that.
9. We are going to work with John King to make boxcar derbies in 2018. 3rd & Spruce & 11th & Pike will each make a boxcar and enter them into the race. He has been pushing for it for a long time and the kids are really excited about it.
10. The annual Holiday parade is this Saturday, November 18th. The rain date is Saturday, November 25th. The kids are dressing up as Santa clauses & dancing to Michael Jackson's song Santa Claus is coming to Town.
11. There is a Donor Perfect fundraising training on December 12th that is very important for Rebecca & me to attend. Donor Perfect is the fundraising software that Camille was using. The board approved the training.
12. Board participation is still not at 100 percent participation. We need to be at full participation in order to apply for a United Way Grant.

13. Marcia donated her tickets for the Reading Royals games that she received from City Council to the RRC. Adonis is using them as prizes for the sports programs.
14. This year Daphne is checking into Canal Street for the staff Christmas Party. We do have money in the employee fund account that came from Toyota. If anyone would like to contribute towards that it would be greatly appreciated. We are targeting to have the staff Christmas Party on December 5th or 22nd.

Adjournment

There being no further business to be brought before the board, David MCCoy made a motion to adjourn the meeting at 8:56PM. Donald Taddei Jr. seconded the motion. The motion was approved unanimously.

Upcoming meetings:

February Recreation Commission Meeting – Tuesday, February 13th at 7:00PM, 3rd & Spruce Recreation Center.

Respectfully submitted,
Rebecca Swoyer
Recording Secretary