

Reading Recreation Commission  
6:59PM  
3<sup>rd</sup> & Spruce Recreation Center  
Minutes of the February 11, 2014 Meeting

The Reading Recreation Commission was called to order on Tuesday, February 11, 2014, at 6:59PM by James Washington.

The Board performed the Pledge of the Allegiance and then the roll call of members. There were ten of eleven board members present and they included: Christopher Daubert, Carl Geffken, Marcia Goodman-Hinnershitz, Allen McCloud, Eddie Moran, David Ruyak, John Santoro, Otis Smith, Donald Taddei Jr. and James Washington. The following board members were absent: Manuel Guzman. Staff in attendance: Daphne Klahr, Executive Director and Rebecca Swoyer, Business Manager (recording secretary). Guest: Jeffrey Palmer, Olivet's Boys and Girls Club.

Daphne introduced Jeffrey Palmer of the Olivet's Boys and Girls Club. Jeffrey gave an update on the Pendora Park Project. He handed out information on their capital campaign and membership.

Marcia stated that this project has full support of city council. "[We] should set a model for partnerships with two buildings being at Pendora Park." It was noted that the Olivets received a grant for their baseball program but need a place for the kids to play. Discussion followed regarding plans for the field house and the ball field.

The Olivets building will be on 19<sup>th</sup> street – facing the ballfield. The Pavilion will need to be moved or build a new one. City Public works would determine location of the pavilion.

Marcia questioned whether we should be doing some planning with Olivets for the planning of the Pendora field house. The new facility will include digital music studio, games room, teen room, and a full size gymnasium. Ground breaking late spring 2014. Design is 80% percent done.

Marcia brought up the trucking company. We need to be able to address that – with kids coming into that area – huge trucks. Otis stated that is it a viable business and has been there for years.

### **Minutes**

The minutes from the January 14, 2014 meeting were reviewed. John Santoro made a motion to approve the minutes. Donald Taddei Jr. seconded the motion. The motion was approved unanimously.

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

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

### **Highlights:**

1. Daphne applied for and received the waiver for RFP process for the recently awarded DCNR Comprehensive Recreation and Parks Plan grant. Ann Toole, of Toole Planning, will be completing the plan. She has a lot of experience. The draft will be completed by next February/March. Ann will be meeting with the board.
2. The audit was recently completed and all reports are favorable. Auditors will be presenting to the board at the April meeting.

3. Kimberly Helton, Director of Workforce Planning for the State of PA, was our guest speaker at Girls Leadership. Her presentation on integrity was very well-received.
4. Our first adult open gym (First Friday) went very well and we will be adding youth open gyms due to the high interest. Open for adults – 25 and older – adding another night – teen night and adult night. Cost is \$5.00 for 3 hours. Have our staff down at the front – door open for the 1<sup>st</sup> ½ hour and then the door is locked. Police department is very supportive. All our adult programs are very successful and we do have interest.
5. Due to the extreme weather conditions, the step project hasn't been completed yet. Public Works is hoping to complete the project by the end of February, weather permitting.
6. Keffer Park was recently painted and repaired by John and Ken. Keffer Park will be added to our list of rentals once totally completed. Bingo currently is held in Keffer one Saturday a month. We will continue to let him use the building for no charge for bingo once a month. It is up to the city to audit the bingo operation. The door needs to be fixed.
7. We did get quote for security cameras - \$4000. She can look for grants. PCCD – the city would have to apply for.
8. Our 2<sup>nd</sup> annual hoagie fundraiser will be held on April 11<sup>th</sup>. Berks Packing and Kegel's Produce have already agreed to support the event with deli meat and produce respectively. Made over \$4,000 last year. Paid for a lot of our youth programs and field trips. Passed out the hoagie fundraiser form. Sold over 700 hoagies last year. We will deliver larger orders.
9. Mayor Vaughn Spencer generously donated 4-30 second commercials to the Commission to be aired during the Reading High Basketball playoff game. They will air on 2/12/2014.
10. The 11<sup>th</sup> and Pike Summer City Hoops League will run again this summer. Flyers will be distributed to the school at the beginning of March.
11. Am working diligently on the Annual Report and expect to have a draft copy to board members by March 3<sup>rd</sup>. Final draft will be presented at the March meeting for approval.
12. Valentine's Dance is on Friday, February 14, 2014.
13. We will be hosting a Pitch, Hit, and Run event on Saturday, April 5, 2014 at Baer Park. We will also have a dedication of the Baer Park Renovation that day at 12:00p.m. The Reading Phillies will be in attendance. Board members are respectfully asked to attend for the dedication. Jim Washington is the Event Coordinator for the event. Jim discussed in further detail.
14. The RRC has submitted three programs for PRPS State Awards consideration – Early Bird Tennis Program, Girls Leadership, and Egyptian Art and Culture Summer Program. Awards will be given in March at the state conference. Matt Lubas and I will be attending the conference Sunday – Tuesday (March 23 – 25)
15. Daphne will be meeting with Carole Snyder to discuss Egelman's Ballfield.

Marcia and Carl left the meeting at 7:55PM

Chris asked the status of the issue at Pike. ATS is moving forward but we are waiting for Siegrfried to complete their portion.

### **Treasurer's Report**

Daphne discussed the Treasurer's Report. Daphne reviewed the following reports: Profit and Loss budget vs. actual; Balance Sheet Previous Month Comparison which compared months January & February; 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 \$416,000.00.

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.

We have received the City and School Districts 1<sup>st</sup> quarter payments as well as the \$20,000.00 for the girls leadership program.

Daphne asked if there were any questions. There being none, John Santoro made the motion to accept the Treasurer's report as presented. Donald Taddei Jr. seconded the motion. Unanimously approved.

James Washington discussed the subcommittees again. Asked if anyone is opposed to these committees. Daphne stated that facilities/programs committee will be more active this year. James discussed subcommittees in further detail. James gave Daphne recognition for the girls leadership program. In the Rec world, the leadership is doing it the way you are doing it. Schools already asking about the program for next year. It will be national/public recognition for this. Met with the Berks County Community Foundation to present the Girls Leadership Program to them for possible grant funding.

Who around the table wants to be a part of the facilities/programs subcommittee. Otis suggestion was to condense it. Make it three members along with Daphne. Daphne suggested that Dave Ruyak be on this committee. This committee is most vital.

Finance – Marcia/Carl – one person is needed

Personnel meets as necessary

Facilities/Programs – most vital! Daphne gave examples of what she is expecting – a community outreach committee – step up and coordinator – view it as an advisory role. Eddie Moran – Spanish speaking – willing to volunteer. Chris Daubert also willing to be on the committee. Chris, Eddie, Otis. Any month that we have a board meeting – there will be a subcommittee prior. Otis asked if Daphne could make a small agenda. Otis will be chairman of this subcommittee.

### **Old Business**

Sent out the resolution and the exhibit. To change the meetings to bi-monthly; reorganization and attendance.

Will be approving this next month. Brett has already been in contact with the City and the School District solicitor

John Santoro made a motion for the second reading of resolution 2014-1. Dave Ruyak seconded the motion. Motion approved unanimously.

Once this gets approved – Daphne will send out a new schedule. At this time we are meeting monthly.

(At the January meeting, 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.)

### **New Business**

John Santoro:take a proactive approach – turn Pendora Park into a football field. Don added – make it an all-purpose field. Daphne: we have a need for all purpose fields, 10<sup>th</sup> and Penn, Pike, etc.

Allen brought up about the bingo. He suggested getting a license to do it every month. Having a renewable monthly permit. Daphne will look into this.

New members: conflict of interest needs to be signed and criminal background check.

**Adjournment**

There being no further business to be brought before the board, Donald Taddei Jr. made a motion to adjourn the meeting at 8:50PM. Chris Daubert seconded the motion. The motion was approved unanimously.

**Upcoming meetings:**

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

Respectfully submitted,  
Rebecca Swoyer  
Recording Secretary