

Reading Recreation Commission
7:04PM
3rd & Spruce Recreation Center
Minutes of the April 21, 2015 Meeting

The Reading Recreation Commission was called to order on Tuesday, April 21, 2015, at 7:04PM by James Washington.

The Board performed the Pledge of the Allegiance and then the roll call of members. There were eight of eleven board members present and they included: Christopher Celmer, Christopher Daubert, Marcia Goodman-Hinnershitz, Eddie Moran, David Ruyak, John Santoro, Otis Smith and James Washington. The following board members were absent: Carl Geffken, Manuel Guzman and Donald Taddei Jr. Eddie Moran entered the meeting at 7:07PM. David Ruyak entered the meeting at 7:08PM. Staff in attendance: Daphne Klahr, Executive Director, Camille Stock, Chief Development Officer and Rebecca Swoyer, Business Manager (recording secretary). Guest: Kelly Godfrey from Reinsel, Kuntz, Leshar LLC and Brian Kelly from Reading Bike Club who entered the meeting at 7:10PM.

Minutes

The minutes from the February 10, 2015 meeting were reviewed. Eddie Moran made a motion to approve the minutes. John Santoro seconded the motion. The motion was approved unanimously.

New Business

Presentation of Annual Audit

Kelly Godfrey, CPA from Reinsel, Kuntz, Leshar LLP presented the 2014 audit of the Reading Recreation Commission.

Kelly handed out the Financial Statements and Supplementary Information, December 31, 2014 and 2013 and read the Report to the Board of Directors.

She first presented The Financial Statements and Supplementary Information containing the Independent Auditor's Report; Financial Statements which were: Statement of Financial Position; Statement of Activities; Statement of Cash Flow; Notes to Financial Statements and Supplementary Information; Schedule of Functional Expenses. Kelly reviewed all the information mentioning that the Reading Recreation Commission is properly preparing its financial statements. Kelly asked if anyone had any questions. Marcia Goodman-Hinnershitz asked how it is documented with the City of Reading owning the properties but the Reading Recreation Commission incurring the expenses. A discussion followed. There were no further questions. Kelly then continued with the Report to the Board of Director's and reviewed the Representation Letter and stated that the firm will complete the 990 tax return.

Daphne thanked Kelly for the presentation of the audit. David Ruyak made a motion to approve the audit. Chris Celmer seconded the motion. The Board performed a roll call of members: Christopher Celmer – yes, Christopher Daubert – yes, Marcia Goodman-Hinnershitz – yes, Eddie Moran – yes, David Ruyak – yes, John Santoro – yes, Otis Smith – yes, and James Washington – yes. Motion passed 8-0.

Introduction of the new Chief Development Officer

Daphne introduced Camille Stock, Chief Development Officer. Camille joined the Reading Recreation Commission team on March 16, 2015. Camille talked about the Donor Perfect Software program that she has been working on. She has entered about 250 names so far. Her goal is to enter 20 weekly and

continue to fill it up. She stated that our first event, Light up the Lantern will be held Thursday, May 14, 2015. She has been working with Tim Stover from Advanced Disposal. This event is a celebration of what we have accomplished over the last year. The goal is to have people attend, learn about us and have them fall in love with us! We will showcase the kids art work, serve Mocktails, kids will perform their talents and talk about our accomplishments! Our very own Chef Sprout is preparing the food. Camille stated that she is starting to talk about another event we will have in September with COR Tennis. We will be working with Fromuth. We hope to see you all at the Light up the Lantern event, spread the word it is very exciting!! Chris Daubert welcomed Camille and stated that we are very happy to have her! Camille stated that she is enjoying working with Daphne and the team. A discussion followed regarding fundraising goals.

Public Comment:

Brian Kelly from Reading Bike Club attend the board meeting. He came to discuss pump tracks and how they provide better skills for cycling. He stated the bike race is in September. He is looking at difference locations to build a pump track but would like it a Pendora Park. He stated that they have volunteers and funds to do all the work. Daphne explained that there is going to be a recommendation that a master plan be made for Pendora Park and the process that goes along with that. A discussion followed regarding this matter. It was recommended to Brian that he take a look at the old tennis courts at Schlegel Park to consider that as a possible site for the pump track. Brian was asked to submit a written proposal to the board for consideration.

Treasurer's Report

Marcia Goodman-Hinnershitz discussed the Treasurer's Report. Daphne informed the board that we are up to date with the City and School District payments. She has been in contact with DCNR regarding the back money that is owed for her salary. We are expecting all the back money owed to date. Marcia reviewed the following reports: Profit and Loss budget vs. actual; Balance Sheet Previous Month Comparison which compared months January and February and February and March; 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.

Marcia asked if there were any questions. There being none, John Santoro made the motion to accept the Treasurer's report as presented. James Washington seconded the motion. The motion was approved unanimously.

Old Business

Daphne provided an update on the comprehensive plan. They had their second meeting. There are plans for the possible use of the 106 building at City Park. To build a recreation center will cost 1 million to 1.1 million in renovations. It would cost an additional 1 million dollars to add a gym to the recreation center. Kids in the City of Reading go to City Park. It is very important that we focus our efforts there. David Ruyak had a few questions/concerns. His concern is with the operating costs to run this building and his budget. A discussion followed regarding energy efficient ways to save money and what the building will be used for throughout the year. Daphne informed the board that they can expect a preliminary draft of the comprehensive plan in the next two months. It won't be approved for final till the fall. Discussion followed regarding City Park and the 106 building. Daphne stated that the comprehensive plan is addressing City Park.

Executive Director's Report

Daphne gave a verbal Executive Director's report for February and March 2015.

Highlights:

1. RRC won 2 out of 10 state awards! Our urban cooking program, Chef Sprout won an award. We are looking into a \$25,000 Aetna Grant so we can move the program into the schools.
2. Larry Zerbe has been named Middle states pro of the year and Matt Lubas has been named swim coach of the year. We are trail blazing. What we have done in three years is being recognized.
3. Our food program is now serving the Olivet's Century 21 program. We hope to continue that in the fall.
4. The girls in the Girls Leadership program just traveled to Philadelphia! Both programs are going well. Next year we are looking to add a 3rd site.
5. Our basketball teams are doing very well. We have only lost one game so far. Coach Elvin and Coach Quennel are doing great.
6. Our swimming program at the school has sold out all time slots. Lessons will continue at Schlegel for the summer.
7. Kevin Devera started as our Sports Program Manager on April 2, 2015. He has hit the ground running and has been meeting with schools.
8. Our summer playgrounds may increase to 9 locations! We will have a full day program at the JCC. Will have use of the gym, pool and kitchen. We will also have a program at City Park. The building located right near the Citadel will be used to serve food. Any presence we can bring to City Park that is positive is very important. We are moving the art camp from Keffer Park to Pandora Park. This is due to the success of the art camp last year. We will rent Keffer out for the summer.

James Washington discussed requests for services. Any requests for sports must go through Matt Lubas. There is a process for everything and it needs to be followed. He also discussed the need for meetings to be advertised. This needs to happen when we have more than 4 board members.

David Ruyak presented a letter from the Mayor's office to the Commission. Daphne read the letter to the board. It is regarding parking issues at 3rd and Spruce Recreation Center.

Eddie Moran stated that there is a lot of activities moving forward and plans for the summer programs which is great but he is not hearing about any special need programs. He stated that we do not offer any program that serve special needs children. He feels this issue is being ignored. He has been in contact with the Superintendent, Dr. Mumin. He asked Reading High School to give him a number of children with special needs. Daphne stated that we do have a special needs soccer program that is budgeted for this year and we have modified baseball workshops. Eddie stated that every city has some kind of program that serves special needs children. This city does not. He feels we are not paying any attention to this. Otis Smith asked if we could partner with organizations that are already doing these programs. A discussion followed. James asked that the Sports Program Manager put together a proposal for 3 or 4 different sports and what they would entail and cost for a special needs program. He would like it to be presented at the June board meeting.

Adjournment

There being no further business to be brought before the board, John Santoro made a motion to adjourn the meeting at 9:29PM. Eddie Moran seconded the motion. The motion was approved unanimously.

Upcoming meetings:

-June Recreation Commission Meeting – Tuesday, June 9th at 7:00PM, 3rd and Spruce Recreation Center.

Respectfully submitted,
Rebecca Swoyer
Recording Secretary