

The Richlands Recreation Commission held a regular meeting at the Richlands Recreation Park on September 16<sup>th</sup>, 2019 at 7:30PM with the following present:

**Recreation Department:** Jessica Reynolds

**Other Attendees:** Phillip Lowe, Mark Gillespie

**Richlands Town Council Members:** Mary Ann Strong

**Recreation Commission Members Present:** Craig Earls, Jeff Hurst, Joe McCall, Frances Meadows, Mike Webb, Joel Horn, Corey Whited, Tony Cordle

**Recreation Commission Members Not Present:** LaRhonda Lindsey

Jeff Hurst opened the Richlands Recreation Commission meeting and welcomed everyone to the September Meeting.

### **Old Business:**

#### **August Meeting Minutes Approval**

Jeff Hurst: For old business, we need to approve the August Special Meeting minutes. Does anyone have any corrections, additions, or deletions to the August meeting minutes? Frances Meadows made a motion to approve the August Special Meeting minutes. Jeff Hurst seconded the motion. No further comments, motion carries 7/0.

### **New Business:**

#### **Little League Field Use Agreement (Jeff Hurst/Mark Gillespie (Richlands Little League))**

Jeff Hurst: We would like to welcome Mark Gillespie and Phillip Lowe from Richlands Little League to discuss the refresh of the field usage agreements and the possibility of the Recreation Department taking over the fields earlier if no Little League practices/tournaments are going on in July.

Frances Meadows: Did anyone ask them about this, I think Fred/Jessica was supposed to.

Jeff Hurst: Yes, I contacted and invited them to come. They came to the Town Council meeting and they were referred back to the commission. I asked Mark if they could go ahead and write up an agreement and to put in what we have and what they want etc.

Mark Gillespie: Basically the same as now, unless we don't have All-Stars for Critterville.

Phillip Lowe: We want to make sure that the fields are taken care of not messed up. Especially when tournaments are held and we have rain.

Craig Earls: Yes, this has been an issue in the past and it takes a tremendous amount of time/money to fix them when they get damaged.

Mark Gillespie: We have put over \$10,000 in field mix and maintenance, and we want to make sure it taken care of. The bases are \$200 each and they mess them up when adults play on them with metal cleats.

Phillip Lowe: We have spent overall about \$75-100K in improvements, we are fund raising again for more improvements.

Mark Gillespie: We try to treat the fields as well, but it will burn them up right now due to no rain.

Phillip Lowe: It is a full time job and takes a lot of work.

Tony Cordle: There is a lot of benefit to having control of it.

Jeff Hurst: I guess what we need to do at this point is to put it in writing so that we can approve it. We want to have an agreement written up so that it is complete and everyone has a record of it.

Mark Gillespie: Here is the agreement we have proposed.

Jeff Hurst: Read the agreement and summarized for the group.

Tony Cordle: We want to make sure that any softball All-stars that is still playing or practicing has the field until they are finished.

Mark Gillespie: We have had several things missing this year as well, so we would like to be able to lock the things up. I do change the keys each year, and I am sure they get duplicated. We wanted to get this cleared up. We took the bases up and a lot of people have complained.

Tony Cordle: Yeah, that is understandable and people don't often know what is going on. We heard a lot of the complaints. The recreation park should put bases down, and we have communication about it, then it should be fine.

Mark Gillespie: We have some options, but we just want to make sure it is taken care of. I am fine with the town putting the bases down for the winter months.

Mary Ann Strong: The hard work you guys have put on the fields is greatly appreciated. I think we should also come up with guidelines on tournaments and how we handle it.

Mark Gillespie: I am in favor a fee or some way for it to come back to whoever rents it. We don't think it should be free.

Tony Cordle: We just need to adjust language if you have any All-star teams still during July then the field stays with them. If no teams or tournaments are in July the Rec Park will take it over on July 1<sup>st</sup>.

Mark Gillespie: We are supposed to get the bleachers back to the fields as well, they are over here. We should get those back as well

Jeff Hurst: Yes, those should be at Critterville. What do you guys think about the draft agreement?

Mary Ann Strong: I think this agreement is more specific and a great start.

Joe McCall: The only think I worry about is the other agreement, did we ever find it.

Craig Earls: No we didn't find it, but I did see it a few years ago.

Jeff Hurst: Mark/Phillip, if you guys can make the updates and send back to me, or bring to the next meetings we will review it again. Thank you for putting it together.

Phillip Lowe: Yes, we can make these updates and get it back.

Mark Gillespie: Thanks for having us.

### **Field Use Form/Policy (Jeff Hurst)**

Jeff Hurst: Jessica did some research and looked at field use forms. The school forms are terrible and very hard to read/understand. We want to have something simple.

Jessica Reynolds: I found some templates and made some changes. I also have the agreement we can review before the next meeting.

Jeff Hurst: Do we want to require security deposits, tournament fees?

Jessica Reynolds: If we have more than 20 participating, we feel that you should have an agreement.

Jeff Hurst: We just need to make sure we have a policy.

Joe McCall: Are we able to charge based on the Williams/Grants?

Craig Earls: We should run this through Tim and/or our Town Attorney.

Jessica Reynolds: Please review these, and make some notes for the next meeting, and see what we need to do.

Craig Earls: The usage agreement and guidelines are very important. I think we have the first issue/track which is to address the policy/procedure and then the second issue/track is money and how we handle that piece.

Joe McCall: We are just kind winging it.

Jeff Hurst: Yes, I agree, and we need to get it fixed so that everyone is on the same page and the Rec Park has a solid policy to fall back on and to enforce it the same for all.

### **Recreation Updates (Jessica Reynolds)**

Jessica Reynolds: Here are the reports for the month and I am bragging on our software. It tells us all of the profit, and profit margins for the Rec Park's services and products. We put in the price we pay, and what we make, the software will figure out the reports.

Mary Ann Strong: These reports are great, thank you for reviewing them. (Corey Whited came in for the meeting).

Group: Yes, these are really helpful.

Mike Webb: It is great to see the usage and profits.

Jessica Reynolds: It took a lot of work to get it implemented.

Group: Thank you for the hard work on these.

Mary Ann Strong: Did we have any major repairs during the pool season?

Jessica Reynolds: No, nothing huge. We pumped the lines with antifreeze and we did not have any major issues this year. We have a good crew. We are still looking for a permanent/part-time position, we have interviewed four so far and hope to make a hire soon.

No further comments.

Next meeting – October 21<sup>st</sup> 7:30 PM at the Richlands Recreation Park

Jeff Hurst - Adjourned meeting.