

## Association Of Recreation Councils Meeting Minutes

Monday August 10, 2015 7:00 pm @ Bourne Building, Parks and Rec Main Office

- Call to Order by Eric Scholz, President, at 7:05 pm.
- Approval of Minutes: The November Minutes were approved by all those present.
- In Attendance: Jeremy Kortright; Recreation Superintendent; Mark Raithel, BCRC; Paula Blundel, SRC; Eric Scholz, URC; Jolena Spielman, LRC; Sandy Burr, Ron Katenbaugh, FCNC; Lisa Graham, CMRC; Tony Doran, Head First; Suede Baker CRC; Kara Drabick URC.
- Finance Report: Mark Raithel stated that the balance remains the same at \$536.69 with not transactions in the past year.

### County Update

1. Jeremy announced that Lauren Vandergrift, County Risk Manager, was suppose to be here but she had something come up that prevented her to attend this evening. He noted however that she did provide a “flyer” outlining insurance coverage’s and risk scenarios for Recreation Councils to help answer any questions. The group reviewed the flyer and Jeremy mentioned that it would be posted at [www.reccouncilsoffrederick.org](http://www.reccouncilsoffrederick.org) for future access.
2. *Jeremy introduced Dr. Tony Doran from Head First who was a guest to our meeting. Dr. Doran reviewed the importance of how we monitor and react to observed concussions during sporting activities. There was a conversation some real life examples of athletes being concussed and the responsibilities of the coaches. Jeremy also noted that the council now has a “return to play” form on our website at [www.reccouncilsoffrederick.org](http://www.reccouncilsoffrederick.org). Each council is responsible to train and make their athletes, parents, and coaches aware of the dangers and signs of a concussion and also implement the “return to play” form when someone is suspected of having a concussion.*
3. *Jeremy highlighted the following deadlines and special dates for the group:*

- a. *IRS Epostcard for each council should be done this month. Council members/treasurers can access the site to update and complete the required form at <https://epostcard.form990.org/>*
- b. *The MARPSA good sports award nominations are due to me by November 20<sup>th</sup> if an organization wants to nominate a player, coach, official, or program leader. You can find the forms at [www.recreator.com](http://www.recreator.com).*
- c. *The Annual Financial Statement is due to be turned in by August 31<sup>st</sup>.*
- d. *Recreation Center applications are due August 31<sup>st</sup>.*
- e. *Foreman Field reservations are due September 30, 2015.*
- f. *The Sign off for Background check compliance was handed out and the deadline to turn those in is December 31<sup>st</sup> 2015.*

## **New Business**

### **A. Website**

Jeremy reviewed with the group the new Association of Council's website. This site is a culmination of information that recreation councils can use to assist them with functioning as a council and connecting with other councils if desired. The website is broken into several categories with the newest features being the Online Volunteer Council Application, the Online Request for a Certificate of Insurance application, and the new Council "return to play" form for suspected concussions. Council members made several suggestions for improvements including adding a regional map, an RSS feed of sorts so council members would know when it was updated, a writable flyer with the built in waiver, and the words "Frederick Nature Council" written out wherever possible. Council members were asked to review the contact information and the Const. and By laws to make sure they were the most current.

### ***Council reports:***

**Nature Council:** Ron Kaltenbaugh from the Nature Council mentioned that the Nature Council and Nature Center at Catoctin is very proud of a national award they just received from NRPA. The award was for the "sensory" trail

which gives a unique experience to guests with special needs, specifically visual impairments. Sandy Burr from the nature council noted that youth and other scheduled groups are also enjoying the sensory trail.

Meeting adjourned: 8:50 pm

Next Meeting is November 23, 2015 at 7 pm.