

Association of Recreation Councils Meeting Minutes

November, 21 2016 7:00pm, Bourne Building at 355 Montevue Lane

Attendees: Suede Baker (Catoclin), Amanda Venable (Rose Hill Museum), Pam Dietrick (Middletown), Ron Kaltenbaugh (Nature), Daniel Cook (NC/FCPR), Jolene Spielman (Libertytown), John Faith (Brunswick), Kera Drabick (Urbana), Eric Appel (FCPR)

Eric Appel asked that everyone sign-in on the sheet and passed around meeting related hand-outs.

Amanda Venable (VP) called meeting to order at 7:01pm.

TREASURY REPORT:

Eric Appel gave a brief review of the Treasurer's Report that has not changed since July 2016.

- The balance remains at \$536.69 with no recent credits or debits.

NEW BUSINESS:

- **Officer Nominations** took place. Officers serve a two-year term with elections in March and term beginning in July. Officers are permitted to serve two consecutive terms and may serve a maximum of two positions at one time. Treasurer – Pam Dietrick was nominated for Treasurer. VP – Amanda Venable was nominated for Vice President. President – Eric Scholz was nominated for President. Eric Appel (FCPR) will remain as Secretary.
- **Background Check Policy** - Eric reviewed the policy and handed out Acknowledgment forms for reps to take back to their council meetings, review and have the President and VP sign.
- **Contact List** – was recently updated but Eric Appel will email all reps again to review prior to the March mtg.
- **Concussion and Return to play forms** – Eric mentioned that all Councils should utilize the resources on the Association web page and if they need more guidance in creating a 'return to play' protocol to contact Eric. It was also mentioned that all waivers should have the concussion statement included, similar to the County Parks & Rec waiver.
- **Park Field Scheduling meeting** for those councils that reserve grass fields and run tournaments at county owned parks is December 6, 2016 at 6:30pm at 355 Montevue Lane, Suite 100, Frederick MD 21702 – same room as the Assoc Mtg (*Training Room*).

OLD BUSINESS:

- **MARPSA Good Sports Awards** - Eric discussed the program briefly and annual awards banquet. The nominations are electronic and winners are selected based on criteria set by MARPSA and by the FCP&R Sports League Committee.
- **Volunteer Application process** - Volunteer applications - Electronic Submission vs Paper form submission was discussed by Eric Appel. Kera Drabick mentioned that it would be helpful to have the submission date listed on an Excel or Google Docs so that Commissioners or reps can see if coaches will need to resubmit a Volunteer application. It was mentioned that the default should be to have them resubmit each season in case personal info for the volunteer applicant has changed.

ROUND TABLE Discussion:

The council discussed topics for future Assoc of Rec Council meetings. Kera mentioned that - **Tax Filing Best practices** and standards would be of benefit. The **Community Grant and other grant application** processes were discussed. Pam mentioned that there used to be a grant that was divided amongst all councils. Eric said he would look into that. Pam also mentioned the possibility of bringing back the county-wide **Volunteer Appreciation Picnic** and we discussed what other councils are currently doing to honor volunteers. **Tax Exempt Status/determination "subs"** was discussed and the issues with making purchases at Sam's Club/Costco. Eric said he would look into a way to help remedy those issues. Each rep in attendance gave a general summary or highlights of recent programming in their areas.

Meeting adjourned at 8:05pm