

# Association Of Recreation Councils Meeting Minutes

Wednesday July 26, 2023, 6:00 pm at Bourne Bldg, Training Room

<https://www.reccouncilsoffrederick.org/>

Melissa Thomas called the meeting to order at 6:05pm.

## **In Attendance:**

Greg Rooney (CMRC); Melissa Thomas (CRC/President); Dana Collingwood (FCNC); Pam Dietrick (MRC); Regine Schwab (SRC); Jason Cross (URC/Vice Pres); Joanne Howell (WNMRC); Eric Appel (FCP&R/Secretary, non-voting); Tommi-Leigh Starick (FCPR/non-voting); Matt Sweadner (Libertytown Area Sports Association/non-voting); Tiffany Coffey (LASA/non-voting)

## **Absent:**

Joe Click (LRC)

BCRC, BARC, & RHMC

## **I. Introduction of Association Officers & Attendees/Council Representatives - around the room intros**

### **▪ Officers taking office July 2023 - June 2025:**

President – Melissa Thomas (CRC)

Vice Pres - Jason Cross (URC)

Treasurer - John Campbell (BCRC)

Secretary - Eric Appel (FCPR – nonvoting)

## **II. President/V.P. Report:**

### **▪ Minutes from March 2023**

#### **○ Edits:**

Melissa Thomas's Name in Attendees and in Nomination/Elections should be changed from Wantz to Thomas. CRC should be added behind her name in Attendees.

#### **○ Motion** to approve minutes with above edits made by Greg Rooney

#### **○ Seconded** by JoAnn Howell

#### **○ Approved** by all.

### **▪ Recreation Council Guidelines & Requirements:**

#### **○ Noted** that all Rec Councils should be holding regular monthly meetings.

Ensure that FCPR has a correct listing of your rec council's meeting date, time, and location so that we can assist with informing the interested public.

#### **○ Background Screening** emphasized as a must. A copy of the requirements was handed out.

#### **○ An additional hand out** was provided as a checklist for the items to be submitted monthly, seasonally, or annually.

## **III. Treasurer Report: (absent)**

### **▪ Current funds balance** reviewed from previous minutes, \$536.69

Eric has the statements.

- 990N e postcard submitted by Eric
- End of fiscal year reporting – Eric has a copy
- How to remain tax exempt and in good standing – there is a weekly e-newsletter from the IRS that is a good source of information regarding submitting taxes and other information. <https://www.stayexempt.irs.gov>

#### IV. **Secretary Report:**

- Council Contact List was passed around for review and updates. Please verify not only the contact information, but also get any changes to the information at the top of each Rec Council's contact section to Tommi-Leigh (tstarick@frederickcountymd.gov)

#### V. **County Report**

- Field/Rec Center Reservations - deadline for Rec Center Fall (Sept/Oct) reservation is Aug 1.  
Winter Rec Center Reservations (Nov/Dec/Jan/Feb/Mar) is Oct 1  
Realizing that basketball is regrouping, we will evaluate the firmness of the deadline at that time.
- COI requests - COI's cover all general liability or structure and damage  
They do not cover health/injury/sexual abuse, does not cover out of state tournament.  
Rec Councils should have an additional policy for officers/business  
Additional COIs are requested online and go to Linda Cooper
- CRC is waiting on a COI for the Town of Thurmont. Eric will check on it.
- Any Support Needed? Send an email to Eric if any assistance is needed.

#### VI. **New Business:**

- **Benevity discussion (Nature Council):**  
Dana Collingwood shared information about Benevity.com. An organization that utilizes community service hours to benefit a nonprofit organization financially. Benevity would only recognize the main Recreation Council EIN number.  
If other councils under the Association of Rec Councils would like to participate, she is willing to make that information available.  
It was noted that each council has their own EIN and that she should be able to enter that to benefit Nature Council specifically.
  - **Motion** was made by JoAnn Howell that in the event that the Nature Council must go through the Association of Rec Councils to receive the money, then the money would be forwarded to the Nature Council.
  - **Seconded** by Pam Dietrick
  - **Approve** by all.

- **Status of Libertytown Recreation Council**  
**Joe Click – Absent, No LRC representatives present. No response to the email invite or the postal mail invite to appear and respond to the situation.**
  - Eric explained the situation – LRC has not provided any monthly or annual financial reports since 2020 and COVID.  
LRC has not been meeting monthly. Last meeting on record was in September of 2021.  
There have been no elections for board members as directed by LRC’s constitution and bylaws.  
The current status of LRC is that all board members have resigned with the exception of Joe Click.  
LRC owes money to FCPS and Frederick City Parks & Recreation for facility reservations.  
FCPR does not consider LRC to be in good standing and will not be reserving any facilities to LRC.  
Several attempts to meet with Joe Click to address the issues and develop a plan to bring LRC back into good standing were made. Joe Click did not appear to any of the scheduled meetings. Phone calls to Joe Click were not answered.
  - Concerns additionally mentioned:  
Where were the board members? Why were the other board members not stepping in to correct the situation?  
Any vote would be to remove LRC from the Association of Rec Councils and would have no bearing on the existence of LRC on its own.  
How will the legal issues of LRC affect the Association?
  - **Motion** – Jay Cross motion to vote to remove LRC from the Association of Recreation Councils on the basis that they are not fulfilling the requirements to maintain good standing, (They have not held regular meetings, provided any financial records, have not held proper elections for officers, and are not in good standing with Frederick County Parks & Recreation), and no longer be associated with the Association of Recreation Councils or Frederick County.
  - **Seconded** – by JoAnn Howell
  - **Vote** – Approved by All.

**VII. Round-Table:**

- **Ballenger Creek** – Absent
- **Brunswick Area** – Absent
- **CMRC** – All volunteer/board positions filled, treasurer position potentially transitioning, stressed the importance of a good treasurer who is involved.
- **Catoctin Area** – Melissa reported that all positions are filled, several volunteers already for fall, will forward new treasurer information, softball registration is open.
- **Middletown** – Pam D. reported on the success of new events and that they were able to maintain a family oriented event even with the addition of a beer garden. Egg hunt and 4<sup>th</sup> of July events went well. Color me Autumn up next.
- **Museum** – Absent
- **Nature** – Dana reported on their annual meeting in May with new treasurer, Patricia O’Malley. Successful butterfly count, master naturalist classes being offered at Fountain Rock this fall. Nature Council is not participating in the fair this fall. Will hold the plant sale which is a bigger money maker. Working on Outreach boxes for lessons in parks for teachers, a traveling curriculum.

- **Senior** – all programs are running. Bike events are well attended, bocce on Fridays is going well.
- **Urbana** – Jason C. left at 7:31 for a prior commitment. However, prior to leaving mentioned that Football had gotten started and had asked about any updates on the CDAF parking lot.
- **Woodsboro/New Midway** – Joanne reported that 3 of 4 officer positions had been filled, no VP currently. They have baseball for the younger kids, and offering any assistance to any group who needs assistance.

**VIII. Adjournment:**

- **Motion** to adjourn by JoAnn Howell
- **Seconded** – Pam Dietrick
- **Meeting Adjourned at 7:54pm**

NOTE - Next Meeting is tentatively scheduled for **Wednesday November 15, 2023, at 6:00pm.**