

Association Of Recreation Councils Meeting Minutes

Wednesday March 22, 2023 6:00 pm at Bourne Bldg, Training Room and videoconference
<https://www.reccouncilsoffrederick.org/>

Jason Cross called the meeting to order at 6:05pm. Documents in agenda packet are available in the video chat.

In Attendance:

John Faith (BARC); Joe Click (LRC); Dana Collingwood (FCNC); John Campbell (BCRC); Jason Cross (URC); Pam Dietrick (MRC); Regine Schwab (SRC); Jim Blunt (SRC); Joanne Howell (WNMRC); Melissa Thomas (CRC); Eric Appel (FCP&R/Secretary, non-voting)

I. Introduction of attendees - around the room intros

II. President/V.P. Report:

- A summary of the meeting between Association members and FCPS regarding i9 Sports and gym usage issues was discussed. The meeting with FCPS was somewhat productive but most are in concurrence that this will be an on-going issue unless FCPS changes policy. The group discussed gym time and priority in rec centers (park-schools) vs. other non-rec center FCPS schools.
- **Nominations/Elections:** Eric announced that he had not received nominations for the next term of Jul 2023-Jul 2025 and that technically this meeting was for voting. The group unanimously voted to nominate and elect on this day. There was one nomination per open Officer position. The Officers for the next term are as follows:
 - Melissa Thomas, President
 - Jason Cross, Vice President
 - John Campbell, Treasurer
- **Rec Council Guidelines and Requirements:** Several documents were presented in the agenda packet which included the "Guidelines for Operation of Recreation Councils", Financial reporting resources, Insurance Resources, and Background Screening Policy. The importance of holding regular, recurring, open public meetings, filing taxes and financial reports was discussed.

III. Treasurer Report:

- Pam D. reported on the balance- \$536.69 with no transactions in the past year.
- The end of the County and council's fiscal year is June 30, 2023. FY224 will start July 1, 2023. The group discussed the importance of having a Treasurers report that is presented at each meeting for Officers to review and end of year financial reporting as a means of checks and balances.

IV. Secretary Report:

- Council Contact List was passed around for review and updates. Eric will email those in attendance via videoconference.

V. County Report

- The MD SUTEC was discussed and the issues that some councils are having. Eric informed that the issues is likely that the Comptrollers Office informed that they want all Councils to apply for their own unique MD SUTEC. Eric will send instructions on how to do that and also mail a laminated card for the Association's SUTEC.
- Accident and Incident reporting were discussed. Regine S. asked if hard copy reports were acceptable to turn in since many of the SRC activities are active and moving outdoors potentially in remote locations. Eric informed that the hard copy report is still accepted even though the electronic version is available. The report can be completed once the situation has been handled and there is no immediate hazard. Electronic reporting forms are available at <http://recreater.com/FormCenter/Recreation-Council-Forms-11/Frederick-County-Recreation-Council-Acci-52>
- Waivers and refund policies were discussed. Eric stressed the importance of having a waiver of liability and refund/credit policy in writing for all council activities. Eric will send the County Parks & Rec general waiver and refund policy statements to the Councils.

VI. **Round-Table:**

- **Ballenger Creek** – John C. reported that all basketball programs are done for the year. Soccer is still in the registration process for spring season.
- **Brunswick Area** – John was in attendance via videoconference however technical difficulties only allowed him to hear us and we could not hear him
- **CMRC** – not present
- **Catoctin Area** – Melissa reported on the start-up of softball
- **Libertytown** – Joe was in attendance via videoconference however technical difficulties only allowed him to hear us and we could not hear him
- **Middletown** – Pam D. reported on the upcoming Snallygaster Festival and Egg Hunt events at Middletown Community Park
- **Museum** – not present
- **Nature** – Dana was in attendance via videoconference however technical difficulties only allowed him to hear us and we could not hear him
- **Senior** – Regine S. and Jim had to leave early this evening at 7:00
- **Urbana** – Jason C. reported on the spring season sports registration, LAX and football programs.
- **Woodsboro/New Midway** – Joanne reported on the status of WNMRC and the basketball and baseball teams.

Meeting adjourned at 7:30pm

NOTE - Next Meeting is tentatively scheduled for **Wednesday July26, 2023 at 6:00pm.**