

CENTRAL BLAIR RECREATION & PARK COMMISSION

BOARD MEETING

March 19, 2020

Teleconference Meeting

MEMBERS PRESENT: Ed Frontino, Tim Brown, Phil Riccio, David Francis, Ken Decker, Matt Cacciotti, Jesse Ickes

MEMBERS ABSENT:

ALSO PRESENT: Mike Hofer, Judy Irvin, Tom Boslet, Andy DeArmitt, Dan Stants, Bill Kibler

The meeting was called to order at 4:37 p.m. by the Chairman, Matt Cacciotti.

A roll call of board members was taken.

The Pledge of Allegiance was said.

Ken Decker made a motion to approve, as read, the board minutes from the January 16, 2020 meeting; Ed Frontino seconded the motion. The motion was unanimously carried.

Approval of financial reports was next on the agenda. Ed Frontino made a motion to approve the Regular financial report for January through February 2020, Matt Cacciotti seconded the motion. The motion was unanimously carried.

Executive Director's Report was next on the agenda.

Mike commended the staff for the Community Classic Dinner that was held on February 29, 2020. We sold 485 tickets and with volunteers and staff we had 500 people. The profit should be just under \$33,000, which is the most we have ever profited. The Dinner went really well with the event lasting just over three (3) hours. Charlie Batch and Andrea Cohen did a wonderful job entertaining the guest. Mike stated that we are going to cancel our annual Easter Egg Hunt scheduled for April 4<sup>th</sup> because of the coronavirus pandemic.

New Business was next on the agenda.

- A. New Hire – Shaun Shumac as Assistant Superintendent of Parks. Mike stated that Shaun started last month and is a great addition to the staff. Matt Cacciotti made a motion to hire Shaun Shumac as Assistant Superintendent of Parks as of February 11, 2020 at the budgeted salary rate. David Francis seconded the motion. The motion was unanimously carried.
- B. New Hire – Joshua Wombacher as Part-time Maintenance. Mike said that Josh is doing a fine job and working hard. Ed Frontino made a motion to approve the hiring of Joshua Wombacher as of January 27, 2020 as a part-time maintenance worker at the budgeted hourly rate. Matt Cacciotti seconded the motion. The motion was unanimously carried.

- C. Lakemont Park Summer Basketball Modification of Agreement. Mike stated that Lakemont Park is requesting an additional \$25 per team as part of their fee for hosting the Summer Basketball League. The user fee will go from \$475 per team to \$500 per team to cover the increase. Dan Stants said that the Agreement is fine to approve. David Francis made a motion to approve the modification of the Lakemont Park Summer Basketball Agreement to add \$25 per team to the fee, Ed Frontino seconded the motion. The motion was unanimously carried.

Board Comments was next on the agenda. Matt Cacciotti asked Mike how the Commission will fair if we cancel Spring programs due to shut down because of the Coronavirus pandemic. Currently we haven't seen a significant loss of revenue as of yet. We lost one week of gate from Instructional Basketball and Jr. Hoopsters. We have currently suspended Learn to Bowl, Get Fit with Self Defense, Creative Writing, Art Class and Learn to Skate. We have cancelled the remaining two (2) sessions of the Tennis Clinic because that is what Gorilla House wanted to do. We also cancelled the last two (2) swim lessons which would have been from Session I. We have refunded Tennis and Swim Lessons. If the shut-down continues we will have to cancel Spring Volleyball, Instructional Sports Clinic, Pre-Soccer, Session II of Swim Lessons, Cheerleading, Baton, Landolfi Basketball Clinics and potentially T-Ball. We also are not receiving Community Center Rentals, or Vending revenues at this time. The loss could be around \$25,000 by losing our Spring programs. We have a budgetary reserve, and if we have to, we can absorb this loss. Right now the Staff is working on summer programs, Spray Park opening, Prospect Pool opening, DayCamp and Playground programs. Maintenance is busy on maintaining properties and we have frozen all spending to necessities only. Matt Cacciotti thanked Mike for his update and at our May meeting we will have more information available.

Questions from the News Media was next on the agenda. Bill Kibler asked if any programming is going on right now. Mike said all programs are suspended at this point; the suspension began on Monday, March 16<sup>th</sup>. Mr. Kibler asked what criteria we would use to determine when programming can resume. Mike said we would look at what the Altoona Area School District is doing, the State of Pennsylvania and the Centers for Disease Control & Prevention. We will take every precaution necessary to protect the kids and the staff at the Commission and do what is right for our Community. Dave Frances said the Altoona Area School District is planning on doing what the State tells them to do. Mr. Kibler then asked about the summer programs; Mike said that we are preparing for the summer, if we stop, we would be behind on our starting dates. It wouldn't be fair to the community if we weren't preparing for summer to go on like it normally does. Bill asked if we lose the summer, does the Commission have enough reserves to handle that. Mike said if we lose all summer it would be devastating to the Commission. Matt Cacciotti said we are looking forward to conducting business as usual and absorbing this downfall and we will continue to maintain our parks and prepare for the worse and hope for the best. Mike said that all parks are open for use and they should use social distancing while visiting the parks. David Francis said that the School District did close Mansion Park, however, the school parks are still open. Jesse Ickes then reported at 5:00 p.m. the Governor of the Commonwealth of Pennsylvania has just ordered all non-life-sustaining businesses to close by 8:00 p.m. tonight, March 19<sup>th</sup>.

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Matt Cacciotti made a motion to adjourn the meeting at 5:01 p.m., David Francis seconded the motion. The motion was unanimously carried.

Respectfully submitted,

*Judith A. Irwin*  
Administrative Assistant

*K. Michel Hofer*  
Executive Director