

# CENTRAL BLAIR RECREATION & PARK COMMISSION

## BOARD MEETING September 23, 2021

MEMBERS PRESENT: Ed Frontino, Tim Brown, Phil Riccio, Matt Cacciotti, Jesse Ickes, Omar Strom

MEMBERS ABSENT: Kelly Irwin Adams

ALSO PRESENT: Mike Hofer, Judy Irvin, Shaun Shumac, Kyle Droz, Terry Bennett, Andy DeArmitt, Joliene McCulloch, Dan Stants, Bill Kibler

The meeting was called to order at 4:30 p.m. by the Chairman, Jesse Ickes.

A roll call of board members was taken.

The Pledge of Allegiance was said.

Ed Frontino made a motion to approve, as read, the board minutes from the May 20, 2021 board meeting; Phil Riccio seconded the motion. The motion was unanimously carried.

Ed Frontino made a motion to approve the January through August, 2021 regular financial report; Phil Riccio seconded the motion. The motion was unanimously carried.

Executive Director's Report was next on the agenda.

Mike said that the Mens' Summer Basketball League was held at Lakemont Park again this year. We introduced a High School Division, which added 19 teams to the league. About 200 additional participants in the league this year, and all went well. The Spray Park had reduced hours, the facility was kept clean, disinfected and we promoted social distancing. It was a very positive environment and we brought in about 80% of the anticipated budget. Playground/Day Camp numbers were impacted, however, we were able to run the programs. Golf Tournament went really well, down 5 teams and 40 tee signs, after making some adjustment, we were only about \$600 below what we made in 2020. Projects: Sixth Avenue Park, the construction will begin next week, which will include playground, fencing, sidewalks and picnic shelter. We will work on phase II of the project this winter. The new gym floor at the BTW Center was installed and is a nice upgrade to the facility; this new floor should not have the slippery issue the last one did. The playground at Leopold received a matching grant through GameTime, which helped us upgrade the equipment and have it installed under budget. This playground should be installed sometime in October. The wheel chair swing was installed at Fairview Park and was installed by our maintenance department. Thanks go out to Mayor Pacifico, Smiles for Miles Foundation and AMBUCS of Altoona for their help in raising money for this piece of equipment.

New Business was next on the agenda.

- A. Fall Programming Plans: We are planning on running a competitive 3<sup>rd</sup> & 4<sup>th</sup> grade flag football program, an instructional 1<sup>st</sup> & 2<sup>nd</sup> grade flag football program

and a PreK-K football clinic. These programs will start the last week in September into the first week of October and be held at Vets Field. We will stagger start times and we have developed a plan to allow for social distancing in regards to entering and exiting the facility. Soccer will be played at Garfield Park for PreK-K, Grades 1 & 2 and Grades 3 & 4. We will also separate the gate for entering and exiting and ask fans to bring their own chairs. Girls' Volleyball will be played at the Sixth Ward Center for grades 4 through 6.

- B. 2022 Community Classic Dinner & Benefit Auction: Due to the Covid-19 pandemic, there are limitations to indoor gatherings and that affects our Dinner. However, this is our only fund raiser for our scholarship program and we need to raise about \$15,000. The biggest fear is if we go forward with the Dinner and do all the planning and purchase everything we need and then the State shuts down facilities and we can't hold the event. Our event is scheduled for either February 19 or 26, 2022, the furthest we could move it would be sometime in March. If we would decide not to hold the event, we could send out letters to all of our business contacts and people who attended the event in the past asking for donations to the scholarship fund. Discussions continued on what is the best way to raise money for the scholarship fund, including soliciting donations, on-line sports memorabilia auction, banner programs, etc. Mike said we need to make a decision at the next board meeting on November 18<sup>th</sup>.
- C. CARES Act: Mike said we need to make a resolution authorizing the Commission to apply for CARES Act money (Coronavirus Aid, Relief, and Economic Security Act) through Blair County to recover money lost during the pandemic. Ed Frontino made a motion to authorize the Commission to apply for CARES Act money through Blair County, Phil Riccio seconded the motion. The motion was unanimously carried.
- D. Quickbooks Primary Administrator Change – Judy Irvin said that our Quickbooks program administrator is still listed under Jeff Vogle, our previous accountant, and needs to be changed to her name. Jesse Ickes, Chairman, made a motion to change the designated primary administrator for our Quickbooks account from Jeff Vogle to Judy Irvin, Ed Frontino, Vice Chairman, seconded the motion. The motion was unanimously carried.

Board Comments was next on the agenda. Jesse Ickes said that the staff did an excellent job in providing safe recreation during these COVID-19 times. Jesse said that we need to set a policy that every three (3) years we conduct an audit. Although an audit is not required, it is a good idea for general management oversight. A discussion continued on what year we should have the audit since 2021 wasn't a typical year for the Commission and Omar Strohm said the City will put the cost of the audit in their budget.

News Media was next on the agenda. Bill Kibler asked when we are looking at having the audit done. Ed Frontino said we will look at it the beginning of 2022 and hope that 2022 is a more normal year for the Commission and an audit will be more beneficial. Dan Stants said that there is no legal requirement for an audit, it's the board decision to decide the potential benefits of having an audit.

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The meeting was then adjourned at 5:30 p.m.

Respectfully submitted,

*Judith A. Irwin*  
Administrative Assistant

*K. Michael Hofer*  
Executive Director