

**Thornapple Area Parks and Rec Commission  
Minutes for Thursday, February 4, 2021  
Convened virtually via Zoom**

**Chairwomen Getty called the meeting to order at 6:04 p.m.**

**Present:** Catherine Getty, Jackie Schneider, Anne Hamming, Brian Hammer, Eric Schaefer, Tom Hamilton (arrived at 6:15 p.m.)

**Staff present:** Emily Dock

**Absent:** Jamie Holmes

**Public:** Greg Chandler, Middleville Sun & News; Patricia Rayl, Middleville village manager; Nick Iveson

**Approval of agenda:** Chairwoman Getty asked the board to add a discussion about a special workshop to review the TAPRC strategic.

Motion by Hamming, support from Schneider to adopt the agenda as amended. Motion carries 5-0

**Approval of January minutes:** Motion by Schaefer, seconded by Schneider to adopt the minutes as presented. Motion carried, 5-0.

**Public Comments:** None. Getty acknowledged that Middleville Village Manager Patricia Reyl was in attendance. Getty thanked her for taking the time to attend and learn about TAPRC. Getty also acknowledged Nick Iveson, who is awaiting approval to the TAPRC board by the TK School Board.

**Chair's Report**

**Committee Assignments:** Chairwoman Getty presented the 2021 Committee Assignments. No members requested changes to their committee assignments. The committee reflects the pending appointments of two new members who will be joining the board at the March meeting.

*-Finance & Personnel: Getty, Hamilton, Hamming.*

*-Community Events (Heritage Days/Adult): Schneider, DeVries, Shaefer*

*-Development (Marketing & Fundraising): Hamming, Holmes, Shaefer*

*-Youth: Holmes, Hammer, Schneider, Iveson*

**New board members:** Getty updated the board that Nick Iveson was scheduled to be appointed to the board to represent TK Schools. Iveson's appointment is on the TK Board's Feb. 8 agenda.

Tom DeVries, a newly appointed Middleville Village Council member, was appointed to represent the village on the TAPRC board to replace Amanda Fisk.

**5-year plan update:** The final step of the 5-year recreation plan was completed when it was submitted to the state.

**2020 Annual Report:** Getty shared with the board her final annual report as director of TAPRC. The report reflects the many ways TAPRC adapted through the pandemic to continue to serve the community.

**Special Meeting for Strategic Plan:** Getty will poll members for a workshop date to go through the strategic plan. The meeting will introduce the new members to the plan and help all board members know how to use the plan as part of their board duties for the year ahead. Getty said the board should plan on dedicating a meeting every winter to assessing their activities based on the expectations set out in the plan. The annual review will also be the time to update the plan as goals are accomplished and new goals are added.

**Treasurer's Report:** Hamilton reported that TAPRC received revenue of \$2,501.50 in January from the United Way and \$1,000.13 in expenses for the annual TeamSnap renewal. The checkbook balance is \$26,332.28.

Hamilton walked the board through an overview of the 2020 budget, which showed \$34,439.85 in revenue and \$32,940.96 in expenses.

**Motion** by Hamming, seconded by Scheider to adopt the treasurer's report as presented. Motion carries, 6-0

### **Director's Report**

**New Logo Launch:** The new logo is now posted on our website and social media platforms.

**Baseball/Softball Registration** (& COVID safety plan) are now open. TKHS softball coach Ashley Garrett and Dock visited the middle school to generate interest in softball. Dock was encouraged by the interest and she is optimistic TAPRC will field two teams, as opposed to one team in years past.

**United Way Allocations Meeting:** Dock will present to a committee of the United Way board on Monday afternoon in pursuit of a \$12,000 grant. Hamming will join her at the meeting.

### **Committee reports**

#### **Youth Committee**

**Skills assessment:** Dock reported that kids' baseball/softball skills assessments are planned for the first week in April.

**Baseball/Softball Virtual Training:** Hammer reported that the materials to train coaches virtually are within a week or two of being ready for use. The emphasis of the training will be that all kids have value and coaches don't know who will be a standout player because any one of them could become that. The training will also go through the handbook so coaching know the expectation that they are preparing children for high school athletics. Toward that end, the coaches will use the same drills and techniques as the high school coaching staff. Board members thank Hammer for the amount of work that went into developing the training and turning it into a digital format. (Hammer left the meeting at 6:45)

#### **Development Committee**

**Fundraising Update:** There has been no activity since the year-end campaign, which generated a little over \$700 to be held by TAEF as the board works to grow an endowment to \$10,000.

**2021 Marketing Plan:** Dock presented a quarterly schedule for marketing our programs and for educating the community about opportunities to get active, stay active

**Baseball/Softball Sponsorship Letters:** Dock has a draft of the sponsorship letter. She asked the fundraising committee members to review the letter and get back to her so she can make any recommended changes and send it the week of Feb. 8.

### **Other Business**

**Charity Shed is open:** Getty recommended turning to new National Honor Society inductees to return empties to fulfill their required volunteer hours, and board members agreed that it is worth asking them.

**April meeting date:** The board agreed to stick with the meeting on the first Thursday of the month in April. The first Thursday falls on April 1, which is the last day of school for TK. Spring break begins on April 2. Board members indicated they have no travel plans and can attend.

Motion by Schneider, seconded by Schaefer to Adjourn. Motion carries 5-0. Adjourned at 6:56 p.m.