

## **Thornapple Area Parks and Recreation Commission**

### **Minutes from Aug. 9, 2023, meeting at the Thornapple Township Hall**

Chairwoman Catherine Getty called the meeting to order at 6:06 p.m.

**Board members Present:** Getty, Emily Dock, Anne Hamming, Eric Schaefer, Ann Williams, Tom Hamilton, Kristen Cove

**Non-voting Advisory Members present:** None

**Absent:** Jeff Kenyon, Keara Hilton

**Staff present:** None

**Approval of Agenda:** Motion by Cove to approve the agenda with the addition of item 9D, program director position, seconded by Williams. Motion carries 7-0.

**Minutes:** Motion by Cove seconded by Williams to adopt the minutes from the July 12, 2023, meeting as presented. Motion carries 7-0.

**Coach of the Year Award:** The board presented the 2023 Andy Saldovar Coach of the Year Award to June Behrendt and Jake Cartright. Getty read portions of the nominations submitted illustrating how they fit the spirit of the award for going above and beyond for their teams.

**Public comment:** June Behrent gave the board a list of training items that would be helpful to purchase and keep in the storage shed. She also asked the board not to have black, gray, or white for the team colors and consider cool-fit fabric. She thanked Nathan for responding to problems at Spring Park field and requests for training supply purchases. She said the training materials were helpful. She asked for space for practices when outdoor practices are rained out. Last, she said parents need more information on glove sizes because too many kids use the wrong-sized gloves.

**Treasurer's report:** Hamilton presented the financial report showing a checkbook balance of \$39,544 and the organization is on track with the budget for the year.

Hamilton walked the board through the key points of the biannual audit. Auditors found that all practices met industry standards.

Motion by Williams, seconded by Cove to approve financial report. Motion carries 7-0.

Motion by Cove to accept the audit report, seconded by Williams. Motion carries 7-0.

**Director's report:** No director's report. Getty noted that Fischer continues to help with clean up even though he has left the position.

**Maintenance Supervisor's report:** Mike Bremer is creating assignments for painting and staining during Day of caring and doing end-of-year clean up. A second shed on school grounds to store stuff would be helpful for after-hours access by coaches. The township basement isn't as accessible after business hours. The organization also needs a gator or garden tractor to drag the fields. Put out a social post to see if anyone would like to donate it.

Motion by Cove, seconded by Hamilton to allocate up to \$7,000 to buy a shed in coordination with school athletic department so it can be accessed at all hours. Seconded by Hamilton. Motion carries 7-0 on a roll call vote.

### **New business**

- A) TAEF Special Fund for Sheridan Park has been set up. It will raise money to match grant funds someday. The Board needs to approve the transfer of Bradford White donation last year of 10,000 and \$500 from Education Station.  
Motion by Cove, seconded by Dock to move \$10,500 to TAEF special project fund. Motion Carries 7-0.
- B) Parent/player survey: Survey went out today and will be open for two weeks.
- C) Governance Standards: Motion Cove, seconded by Hamming, to adopt the standards of practice – Approved 7-0.
- D) Program director position – Getty, Dock, and AD Brian Hammer met recently to look at models for accomplishing the work. Based on the discussion, they recommend two director positions – one baseball and one softball – and continue the field maintenance position. Also, split out an equipment manager role and split out another role to handle sponsorships and uniforms and pay them a stipend. All positions would be paid from the \$13,000 budget. Board members discussed that they won't rule out one person who checks all the boxes. The person would have to be totally available from late February through June, which is difficult to do with another job. There was consensus to move forward with the proposed model of several smaller positions. Position descriptions will be drafted, posted and candidates will be brought to the board for approval in the coming months with the hope of filling all positions by December.

**Charity Shed update:** Cove has shared the word about the booth being available for other groups. One student raising money for a trip responded. For September, TKHSB color guard is taking it. No one else has come forward. Cove will share it again after school is in session in the hope other groups will come forward in the months ahead. Schaefer will update the signs on the buildings.

**Used Equipment sale:** The project has stalled from confusion over which committee should be responsible for organizing it. Two committees can't share the responsibility because meetings would constitute a quorum. Members reached consensus that the fundraising and development committee will take the lead.

**Heritage Day Event:** Schaefer and Williams shared that the dunk tank is ordered, and a signup sheet will go to board members to staff the tank on Sept. 9. Fliers will be updated with all sponsors and be emailed to coaches.

Getty adjourned the meeting at 7:24 p.m.

Respectfully submitted by Anne Hamming, Secretary