

CATONSVILLE RECREATION & PARKS COUNCIL
MEETING MINUTES Date: October 22, 2019

ATTENDANCE: Kelly Benefiel, Natalie Powell, Katie Harris, Joe Koehler, Keith Arnold, Donald Gorsuch, Raul Gordon, Bill Helmbold, Joe Herrick, Pat Brady, Josh Billings, Aubrey Altman, Kelly Medvigy, Jeniffer Katona, Dan Capozzi, Eric Schlenker, Lee Ann Collins, Jeff Pumphrey.

Meeting began at 7:00 pm

Next meeting will be November 26, 2020 at 7:00 pm

CONTACT INFORMATION

Budget requests: cvillebudgets@gmail.com

Check requests: cvillecheckrequest@gmail.com

Website: <https://www.catonsvillerecandparks.com/>

Website information: harris.katie14@gmail.com

Catonsville Recreation & Parks Website: www.catonsvillerecandparks.com

Jeff Pumphrey: 410.887.0999 (office) Office Hours 10:00-3:00 M-F

email: jpumphrey@baltimorecountymd.gov

Lee Ann Collins: llcollins@baltimorecountymd.gov

General CRPC Email: catonsville-rp@baltimorecountymd.gov

Kenny (M/W): 410.428.7990

Herb (T/Th): 410.300.3257

Volunteer Application Code: BCGRec19

PRESIDENT'S REPORT

Motion to approve August and September minutes. Seconded. All in Favor. Approved.

Fall is almost over and looking ahead to winter programs. Schedules need to be sent to the count as soon as possible so they can be entered into the scheduler. If you have not turned in your budget or your FUA for winter, it needs to be done immediately. It takes 45 days for a permit.

Spring programs – it might be a good idea to submit budgets and FUA soon as well.

Background checks – change is coming. Natalie shared the following information:

1. The reason for the change is the accountability. New process should eliminate that.

2. It will require a one time only fingerprinting that will be no cost for the volunteer, coach, etc. You will however have to register annually for your program(s).
3. Once registered and approved, you will receive a badge that will be color coded each year and will have your program(s) information on the badge.
4. You will do it by appointment if it is the first time.
5. You will need to register for programs during certain times of year. For Spring and Summer seasons, you will register in January. For Fall and Winter, you will register in July. If you are a habitual volunteer, it is not clear if you can do all at once, but unsure at this time.
6. The new process will start at any time, but it will be October 2019 to March 2020 rollout.
7. There will be designated dates and locations for each council. Based on the size of the council, they will allot a certain number of days to complete initial fingerprinting. Natalie believes it will be about a 3 to 4-day process due to the size of our council. Location will be Banneker. An EventBrite will be sent out and everyone who needs to be fingerprinted will sign up for a 30-minute window, but process should only take 15 minutes. They anticipate that they can complete 240 a day.
8. At this time, we do not have a date. As soon as we receive information, it will be sent out.

Q: Will adult programs need to do this?

A: Yes because many adult programs do follow youth programs.

Q: To clarify, in the meantime, we continue to do background checks as we have previously done on the website?

A: Yes, the code is BCGRec19

Q: What happens with late volunteers?

A: Those people may have to attend a registration at a different council location.

Q: What if you miss your council date?

A: You will need to attend another council location.

VICE PRESIDENT'S REPORT

Budgets – if you have submitted a budget but have not heard back, please follow up.

We are working on identifying programs with negative or zero balances. If you have checks, please deposit them. If you get an email from us, please respond and let us know what is happening.

When planning for leaderships, plus use \$18 an hour in your budget and plan for 15 minutes before and 15 minutes after in your budget when you are calculating your budget.

SECRETARY REPORT

N/A

TREASURER'S REPORT

Joe sent out September reports prior to the meeting. Let him know if you have any question. He is still catching up on the WePay online registrations through TeamSnap. If your balance does not seem correct through September 30th, please contact Joe and he will try to reconcile it.

If you have any questions with the new expense reporting. The excel file has a drop down menu that should help the assistant treasurers identify checks and show up on GL on Treasurer Report. What you put in the description item is what will be written on your check.

Q: Is there a way to access TeamSnap registration?

A: Email cvillebudgets@gmail.com

WEBSITE

Send program information to Katie Harris at harris.katie14@gmail.com

COMMUNITY SUPERVISOR'S REPORT

Background checks – they are going to take a CSII (Community Supervisor II) position to oversee the process but currently no one has been hired yet.

Winterization is happening on November 12. The County's portable toilets are not currently being serviced. The contractor sold the portable toilets and is no longer servicing Baltimore County. If you are at a site and notice an issue, please contact the county while the contract is being worked out.

If a program wants to rent their own portable toilet, you are welcome. However, if it is at a school site, the county needs permission from the principal.

If anyone works at an office that is getting rid of furniture, the table is falling apart and needs to be replaced, please let us know.

ITEMS FOR THE GOOD OF THE COUNCIL

Question regarding the merger of all the men's basketball programs. A recommendation was made to have all the men's program chairs get together to meet and check the feasibility. Kelly asked the program chairs in attendance to meet at the end of tonight's meeting to choose a date.

The scholarship application will be posted on the website so it can be accessed. Deadline is April.

Motion to adjourn.

The next meeting will be held on November 26, 2019 at 7:00 pm.
No December Meeting.

Respectfully submitted,

Meaggan Aiosa