

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

**ATTENDANCE:** Natalie Powell, Kelly Benefiel, Meaggan Aiosa, Joe Koehler, Katie Harris, Keith Arnold, Betsy Lamb, Amy Auman, Steve McCleary, Matthew Fitzsimmons, Stephen Meyer, Jen Menkhous, Donald Gorsuch, Jeniffer Katona, Donald Mitchell, Chuck Kreis, Patrick Higgins, Jason Thomas, Chris Schipske, Steve Ruppel, Rich Hambor, Josh Billings, Rick Wiker, Kerry Burns, Lee Ann Collins, Jeff Pumphrey

Meeting began at 7:00 pm

Next meeting will be February 26, 2019 at 7:00 pm.

**CONTACT INFORMATION**

Budget requests: [cvillebudgets@gmail.com](mailto:cvillebudgets@gmail.com)

Check requests: [cvillecheckrequest@gmail.com](mailto:cvillecheckrequest@gmail.com)

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

Website information: [harris.katie14@gmail.com](mailto:harris.katie14@gmail.com)

Catonsville Recreation & Parks Website: [www.catonsvillerecandparks.com](http://www.catonsvillerecandparks.com)

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

email: [jpumphrey@baltimorecountymd.gov](mailto:jpumphrey@baltimorecountymd.gov)

Lee Ann Collins: [llcollins@baltimorecountymd.gov](mailto:llcollins@baltimorecountymd.gov)

Kenny (M/W): 410.428.7990

Herb (T/Th): 410.300.3257

Volunteer Application Code: BGCRec18

**PRESIDENT'S REPORT**

Motion to approve November minutes – seconded – approved.

In November, we began compiling a list of programs, program chairs, name. identifying who has by-laws. Not a lot of programs have by-laws. We encourage larger programs to adopt by-laws. Natalie requested that the By-Law Committee create a basic by-law for programs to use if programs do not have one.

- Will publish by-laws on the website with links to programs

Scholarship Committee:

Keith Arnold is sending letters to the high schools this week. Natalie asked Rich Hambor for coach contact so she could email a reminder to the coaches to have seniors apply.

Prom donation:

- Looking to start the process earlier since it normally comes too close to Prom.
- Representatives come in March and April

Background Checks:

- Be diligent. When you look for people, check for the date and note it. Background checks are good for one year so if you know the date, you can stay on top of it.

Q: Have you noticed names disappearing off the background list?

A: No, but if you know a name has disappeared, contact Lee Ann or Jeff. The only reason that it should disappear is if expired or

Registration:

- Paper registration is okay. However, programs can NOT accept cash. All monies collected need to be checks made payable to CRPC. You should not be accepting any money.

Q: Why?

A: It is council policy, but a very good one. Basically for accountability and to make sure that money isn't disappearing.

Q: For drop in programs, cash allows for flexibility and other programs/councils allow it because people show up and just sign in and pay a fee.

A: Lee Ann just contacted Owings Mills and they are actually stopping that program. The county does not accept cash, not even personal checks. Unfortunately, there have been issues with money disappearing at other councils. There are ways to structure it where people pay for a certain number of sessions in advance and simply sign in when they arrive. When those 5 sessions are over, they pay again.

Any program where there is a situation where there are any threats made towards a child will result in immediate release of the individual from CRPC programs. There was an incident on Saturday where there was a physical threat made toward a child.

In compiling a list of programs, there are several conflicting programs

- 5 Rec youth basketball programs
- 8 Adult Basketball programs – should combine into one
- Potential Conflict in softball – programs can not be in competing status
- It is highly recommended that similar programs merge. Creates more administrative work. Perhaps just a travel and just a rec so it is just two programs instead of five.

County Executive Johnny Olszewski is having a town hall on February 12, 2019 in the Catonsville High School Auditorium at 6:30 PM. This is an opportunity to speak to him about the building we were promised.

Q: What happened at the Arbutus Meeting?

A: Arts Council is not looking for real estate. They want to create districts to incorporate arts. The council can provide grants for arts and should not interfere with the Rec Council's use of the old Catonsville Elementary.

## **VICE PRESIDENT'S REPORT**

Possible New program – Pickleball!!!

Track wants a place to store equipment:

- There are 2 sheds at CHS, but they could coordinate with Kenny and Herb to clean out and make space.
- There is some left over football equipment – what should we do with it?
  - Donate it to the high school. Equipment is expired.

Budget form is on the website. If you do not use our form, we might return your budget which will delay approval. There are also two registration forms on the website. One is the registration form which has to be signed by everyone and one is a group form for drop in sign-in. (for registration that is not online)

<https://www.catonsvillerecandparks.com/forms.html>

[cvillebudgets@gmail.com](mailto:cvillebudgets@gmail.com)

If you need to know if your permit is approved, email Angel at [catonsville-rp@baltimorecountymd.gov](mailto:catonsville-rp@baltimorecountymd.gov)

## **SECRETARY REPORT**

Minutes previously approved

## **TREASURER'S REPORT**

December Treasurer Report should be going out by the end of the month. Waiting for proper allocation of TeamSnap fees.

Will be releasing 1099.

Registration detail: for those of you who have not given Joe access online, please provide an excel file with all the individual and how much they are charged. Would like to due the assessments in March so Joe would like the registration detail by February.

## **WEBSITE**

There are a lot of programs that need to be updated. Please email Katie with the updates.

## **COMMITTEES:**

### **By Law Committee:**

Joe Koehler, Keith Arnold, Joe Herrick, and Lou Weinkam met. Jeff shared the LRTC By-laws which they plan to utilize. A lot of the information in our by-laws are outdated. Would like to have some documentation on council positions/roles, what programs need to do on a monthly basis and how to start programs.

Ideally the committee would like to present the by-laws in a meeting, then vote on the by-laws the next meeting, and then present the By-Laws to the Board of Recreation and Parks.

We will continue to follow the current by-laws to update the by-laws until they are updated.

Q: What is the turnaround for the Board of Recreation and Parks?

A: Not sure – will be presented at the next Board of Recreation and Parks meeting after we pass them (if it fits into the agenda).

The goal is to have the the new by-laws prior to election in June, but it may be tight.

## **COMMUNITY SUPERVISOR'S REPORT**

Catonsville Administration Building (Old CES) – a pipe burst so it is closed until further notice. We do not know the extent of the damage, but will keep programs updated.

As of today there is new scheduling software

- For internal use
- To see what is and is not being used in nearby councils.
- If we have needs, we can quickly see what is available.
- There is a difference between a permit and a schedule. You may have a permit for a gym on Mondays from 7-9 pm but you aren't necessarily using it
- Requests for permits allows you to be in the facility and then ACTUAL schedules informs us when you will be using the facility. They are not always the same thing. We will need schedules three weeks before the season starts to adjust or cancel staffing
- Things happen because an instructor or coach cancels, but we need to know so as plans change, update the Rec Office
- We have to know what is going on so we can staff.

- Staff is canceled because we have been told that a program is not using the space, but then another program shows up to use that space and no staff is scheduled. Programs cannot give their space away, requests must go through the county office.
- We will not open fields and facilities without schedules.

Q: What about holiday closures?

A: If you want to use the space on President's Day or Easter, as long as we can staff. We do have permission to use facilities without custodial staff. We only close for weather and we do not need to follow the school calendar

Q: How many programs are you having issues with? Are you reaching out to those specific programs?

A: It varies, but yes, we do reach out to programs. We do not want to waste space.

Q: Will schools have access to the scheduling software?

A: No, BCPS has their own

Q: When is pickleball season?

A: Year round. If indoor, would need Leadership. Bannekar could be lined to accommodate and it could be used during the day.

Rainedout.com:

- Sign up to receive emails or text from county. About 30 new users. If we know ahead of time that there is a closing, we could send out an email. However, this will be the primary way to notify of closures due to weather.
- You should be able to sign up on the website.
- Will close only fields that are impacted by weather. Programs can choose if they want to cancel all games.

## ITEMS FOR THE GOOD OF THE COUNCIL

Q: What is the status of the lights at the Senior Center?

A: The lights are coming "on" on the off position, possibly a short due to the flooding.

Q: When are fall FUAs due?

A: April or May, but they can be submitted up to a year in advance.

Q: Has spring allocation been shared?

A: No, but will be shared soon.

Pickleball:

Q: Can we have other possible courts lined? Currently only space where there are lined is the Senior Center.

A: Most tennis courts are BCPS property so would need their permission. Catonsville Administration building, but there is talk about that being used for skatepark. Possibly Westchester Annex courts? Rich Hambor mentioned the high school was a possibility.

Q: Do we have to formally become a program?

A: Yes. Provides permits and insurance. You would need to register. You are assessed \$10 a registrant. When factoring in your costs, please include about \$18 an hour for Leadership Fees for indoor. (having a county representative on site)

Rich Hambor and Steve Ruppel asked the board and members to consider supporting the construction of the outfield fence to create a stadium.

- There are 24 public high schools, only one has a stadium (Hereford)
- The outfield fence would hold advertising to fund the softball dugouts
- BCPS said no because CRPC had said no
- Requires no money from program

Q: Why are people opposed?

A: It eliminates the 70-foot diamond, which is in short supply.

Q: Is there a way to shorten the fence?

A: Possibly. There is an existing other field at CHS, which is not a 70-foot diamond, and it would need some serious rehab. Is there another space in 21228, 21227, or Woodbridge that could be utilized?

Q: Is that diamond by the tennis court being used?

A: No, it needs work.

Q: Are rec programs impacted by the loss of the field?

A: Yes, previously football – but could impact soccer and field hockey because it is a grass field

Rich mentioned that they had considered taking that field by the tennis courts and making it a 90-ft diamond so it is usable if it was repaired.

Q: If you do this for baseball, would you do it for softball?

A: No, but we would help fund their dug outs. Doing that would also impact more fields.

Q: Are there still fields at CCBC?

A: Yes but we do not use.

Q: Do we still use Southwest Academy?

A: No there were some issues with soccer and is not in our district.

This will be shared in minutes and then we can discuss again. Would like to get baseball's take on the issue.

Natalie suggested that CYLB have Rich at one of their board meetings.

If field 5 was available as a field, it would be helpful.

In terms of the proposed space, the most impacted is baseball, but any program could request that space.

Motion to adjourn at 8:10 PM

The next meeting will be held on February 26, 2019 at 7:00 pm.

Respectfully submitted,

Meaggan Aiosa