

**CATONSVILLE RECREATION & PARKS COUNCIL**  
**MEETING MINUTES Date: April 23, 2019**

**ATTENDANCE:** Natalie Powell, Kelly Benefiel, Joe Koehler, William Fitzgerald, Donald Gorsuch, Bruce Simperts, Chuck Kreis, Denise Bellany, De'Angela, Harrod, Jeniffer Katona, Keith Arnold, Rick Wiker, Sanjay Arora, Patrick Higgins, Dennis Keihm, Peggy Lea Gosnell, Jen Menkhaus, Lee Ann Collins, Jeff Pumphrey

Meeting began at 7:07 pm

Next meeting will be May 28, 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: [lcollins@baltimorecountymd.gov](mailto:lcollins@baltimorecountymd.gov)

General CRPC Email: [catonsville-rp@baltimorecountymd.gov](mailto:catonsville-rp@baltimorecountymd.gov)

Kenny (M/W): 410.428.7990

Herb (T/Th): 410.300.3257

Volunteer Application Code: BGCRec18

**PRESIDENT'S REPORT**

Motion to approve March minutes – seconded – approved.

Reminder to follow up on background checks need to be submitted (coaches, assistants, board members, refs, etc). The beginning of any season is the time when most need to be renewed since they expire after a year. If you are a spring sport, please check and

Checks were sent to prom committees for both Catonsville High School and Western Tech. We fulfilled requests 100%. Thank you everyone.

Check requests – treasurers: as soon as you get a request from a vendor, parent, coach, etc. submit it to a council immediately. We will process Sunday – Tuesday, get them signed and they will be in the mail by Wednesday or Thursday. Natalie got an email from 2 vendors asking where their checks are. The Council should not be fielding emails regarding invoices from individual programs. If the treasurer is submitting it quickly, it is being processed. Do not wait and hold on until you get a certain number of checks.

Issues regarding portable bathrooms has been resolved.

Nominations for the board are in May, with elections in June.

Last month, we discussed the baseball fence at Catonsville High School. CYLB has approved. You have to be eligible to vote - there are 19 people who are eligible to vote (attendance at 3 of the 6 previous meetings). Please pick up a slip and vote yes or no. Bring it back after you have voted so it can be tallied.

By a vote of 10-1, the vote is to support the fence.

### **VICE PRESIDENT'S REPORT**

Website is very close to being completely updated. If you have any updates, please send them to Katie Harris.

For those of you who know Deborah Dobrovolny on March 26, she recently passed away. The council would like to send flowers/memorial gift. Motion, seconded, approved.

### **SECRETARY REPORT**

N/A

### **TREASURER'S REPORT**

Joe sent just sent out February treasurer's report. In the body of the email, there was a question about 2 deposits that were made. Make sure you are sending your backup for deposit to the same email you use for check requests (cvillecheckrequest@gmail.com). The first unknown deposit is for \$305.80 had no backup and when he looked online, there were no signatures. That amount is currently sitting in unidentified. The second request had signatures so he could figure out the program.

Only 9 programs have sent registration detail. He is going one by one for the ones he received. For the ones on TeamSnap, he may ask for some help. If he gets to yours and he follows up with an email and does not get a response, your last year's assessments may be used with an additional 10% added on.

### **WEBSITE**

See above

## **COMMITTEES:**

### **By Law Committee:**

Still working on the changes. It has been postponed until after June with the next

### **Scholarship Committee:**

Deadline was April 19. We only have one application. We will let it go for another week. We typically give 2 to girls and 2 to boys. There is a GPA requirement, participation in a rec council program for at least 2 years with an essay about those experiences.

## **COMMUNITY SUPERVISOR'S REPORT**

Waiver forms - We need some kind of confirmation of waiver forms. It can be a downloaded spreadsheet from registration or paper copies can be scanned or handed in (preferably with a typed list of registrants).

Jeff emphasized the need for accurate, detailed schedules for every program (specific practices and games vs a general 9-5 schedule). Some schedules are vague so it looks like they have more teams than they actually have. It should be specific (for example, if there is a date where no one is practicing like Christmas Eve). Accurate schedules are needed for staffing, but also can provide other local programs with additional space. If you have any questions, please ask. If we do not have your schedule, your program may not be able to start.

Q: Is there a specific form?

A: No, it depends on how you organize your schedule.

The office also needs basic program information to help answer calls to the office (registration questions, tryouts, etc). The first thing the office does is look at the website so please make sure that is up to date too. They would like to help decrease the number of things that volunteers have to do. The office is here to assist programs.

The office should also have rosters as well in case of emergency (if there was a fire in building, etc). Programs are required to submit rosters.

We have a new County Executive and changes will be coming. As things change, they will be shared.

There have been town hall gatherings around the county with different groups and there has been very little representation from recreation. Please try to attend to help give a voice to recreation.

The two co-chairs of Middle School Madness are stepping down after Friday. No one has volunteered. If you want to continue it, please consider volunteering. It is six Friday nights over the year. Attendance is high (about 100+ each) with a lot of fun activities. Email Natalie if you are interested.

## **ITEMS FOR THE GOOD OF THE COUNCIL**

Rick Wiker is retiring after 40 years from the badminton club. He is also stopping his charity open. The Loch Raven council will take it over. The open recently donated \$5000 to the American Red Cross.

Jen Menkhaus shared that if people do want to lobby for recreation, we need to identify what we are fighting for develop a common message. Natalie suggested people email the council with ideas and we can discuss at the next meeting.

Representing Catonsville Softball, Permits were threatened due to use of motorized equipment. We need a solution to how to get the fields playable.

Lee Ann shared that as of 2012, volunteers were not allowed to touch the fields. The rule is from property management about motorized vehicles.

Softball shared concerns that fields are not being dragged. The only fields that are being dragged is Western Tech.

Lee Ann shared that those fields at CMS are BCPS so BCPS has to be contacted.

Softball wants to know how they can hold people accountable. Without proper field maintenance, the program is unable to operate.

Lee Ann and Jeff said no one is shutting down the fields. Middle School and High School are BCPS and ES is county.

Softball offered to send pictures.

Lee Ann said pictures may be helpful so they can share with BCPS.

Jeff shared that programs can be hand-raked.

Softball said hand-raking is not an option. Opening day is Saturday.

Natalie will reach out to a contact at BCPS. Will request a schedule. It could be dragged on a Tuesday and it may no longer ready on Saturday.

Motion to adjourn at 7:44 PM

The next meeting will be held on May 28, 2019 at 7:00 pm.

Respectfully submitted,

Meaggan Aiosa





**DEPARTMENT OF  
RECREATION AND PARKS**

*JOHN A. OLSZEWSKI, JR.*  
*County Executive*

*BARRY F. WILLIAMS*  
*Director*

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**INTER-OFFICE CORRESPONDENCE**

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**TO:** Recreation Services  
**FROM:** Bob Smith, Chief Recreation Services  
**DATE:** 2/15/2019  
**SUBJECT:** Facility Scheduling Application

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In an effort to standardize usage of our facilities by user groups the following processes will be used:

1. Where possible all scheduling of facilities will be conducted with the Departmental Facilities Scheduling Application.
2. All programs must provide a complete schedule of activities to the appropriate Recreation Office before an asset is placed in the confirmed status.
3. User groups will be notified that program schedules must be received 3 weeks prior to the start date of the program.
4. If schedules are not received 3 weeks prior the Recreation Office will contact the user group.
5. If schedules are not received by 2 weeks prior to the start date the Recreation Office will notify the user group that their permit has been cancelled.
6. It is understood that many user groups participate in leagues that are outside of their control. Some flexibility may be granted at the discretion of the Recreation Staff.
7. This process does not supersede any Departmental Directives/SOP related to program seasons or priority of access.

Thank you,

A handwritten signature in black ink, appearing to read "Bob Smith".

Bob Smith  
Chief, Recreation Services



# PLAYMORE!

2019 YOUTH SPORTS SYMPOSIUM

## 2nd Annual MedStar Sports Medicine PlayMore! Symposium

Join us for an exciting and interactive youth sports educational session. Hear from our sports medicine experts on various topics, including concussion and injury prevention, positive coaching, sports specialization, physical literacy, and athlete development, while our younger guests take part in a fun youth sports combine and play on the turf.

**Where:** Athletic Performance, Inc (API)

740 MD Route 3 South, Gambrills, MD 21054

**Date and Time:** Friday, May 31, 2019 | 6:30p.m. - 8:30p.m.

**Who:** Coaches, administrators, parents, and kids (ages 5-13 years old)

**Cost:** Free

To register, visit [medstarplaymore2019.eventbrite.com](http://medstarplaymore2019.eventbrite.com). Registration ends May 17th.



MedStar Sports Medicine

