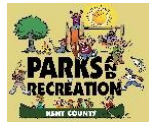




**COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND
PARKS & RECREATION ADVISORY BOARD**

Kent County Community Center * 11041 Worton Rd., Worton * MD 21678



December 16, 2019 at 6:00 PM

MEETING MINUTES

In Attendance: Melinda Bookwalter, Myra Butler, Faye Little, Greg Welch and Bryan Williams.

Absent: Melissa Cannon, Kate Ervin, Mary Fisher, Commissioner Bob Jacob, Joyce Moody, Penny Usilton and Jim Wright.

I. Call to Order – The meeting was called to order at 6:05 pm.

II. Staff Changes & Announcements – Ms. Butler gave an overview of the recent staff changes for the position of Administrative Assistant (Shaunty Jeffers-Murray replaced Jamie Foote), Office Manager (Tonya Thomas replaced Lacey Cox who transferred to the Office of the County Commissioners), and Recreation Program Coordinator (Taylor Hoffman's last day with the department will be January 3, 2020).

III. Kent County Family YMCA – Ms. Butler will meet with the Executive Director of YMCA of the Upper Chesapeake in the near future to discuss the plans for a new building being built by The Dixon Group (Mr. Richard Goodall's company) and the impact it may have on other recreation programs and facilities in the County including, but not limited to Parks and Recreation, Madden Fitness, Physically Fitch, Aqua Fit, Phoenix Martial Arts, Jennifer's School of Dance, and more).

IV. Youth Sports Equipment Grant Requests – After review and discussion regarding funding requests from Kent County Youth Baseball, Kent County Youth Softball and Kent County Youth Lacrosse, awards were approved in the amount of \$4,000, \$5,000 and \$4,000 respectively.

V. Department Fees Review – Upon reviewing the document presented, Ms. Butler advised that the document appeared to be lacking information from other Counties regarding program offerings known to be offered. Ms. Butler will follow up with Ms. Lacey Cox regarding the information provided and during the next Advisory Board meeting, a more meaningful discussion will continue related to departmental fees, which will also hopefully have more than half of its members in attendance.

VI. Youth Scholarship Policies Review – Ms. Butler reviewed the current scholarship policies for Kent County, along with summaries of financial assistance policies for neighboring Counties. There were some similarities and differences in each Counties policy, but similarly for all, scholarships were only awarded for youth who resided within the County. Generally, if a youth qualified for free and reduced meals, in most cases, they also qualified for assistance with program fees. Similar to discussion regarding departmental fees, additional discussion will continue at the next Advisory Board meeting.

VII. Park Regulations Review – Ms. Butler offered that the current regulations are lean, whereas the proposed draft regulations are more comprehensive in addressing park use rules that are generally expected but not currently in writing. Ms. Butler requested that members of the Board review the draft regulations for further discussion at the next Advisory Board meeting.

VIII. Park/Facility Renaming Guidelines Review – Information regarding proposed guidelines for the Board were distributed but were tabled for the next Advisory Board meeting. Ms. Butler requested that members of the Board review the draft regulations for further discussion at the next Advisory Board meeting.

IX. Board Chair and Vice Chair – In accordance with the Advisory Board By-Laws, when terms are due to expire, the November meeting of the Board shall be the organizational meeting in which new officers are elected. Considering that less than half of the required Board members required to take such action were in attendance, the elections will take place at the next Advisory Board meeting. Ms. Butler hopes that there will be at least two new volunteers who would like to fill the seats, as Ms. Bookwalter’s and Ms. Little’s terms have expired for the seats. The terms of officers, per the By-Laws are two years or until a successor is determined. Additionally, no officer is to serve more than two consecutive terms in the same office. Ms. Butler advised that the current terms of service may be longer and not in accordance with the By-Laws.

X. 2020 Tour of Parks & Facilities – Ms. Butler reminded members of the Board that a tour of the facilities had not been the case in a number of years. In the past, the Board would reserve one meeting each year for the purpose of visiting County parks and facilities. Most members in attendance advised that the May meeting would be the preferred date, however, it was decided that a decision would be made at the next Advisory Board meeting when more members of the Board could offer their input and availability.

XI. Reports

Chair:	Melinda Bookwalter – Nothing to report.
Vice-Chair:	Faye J. Little – Nothing to report.
Turner’s Creek:	Melinda Bookwalter – Nothing to report.
Worton Park:	Faye J. Little – Nothing to report.
Bayside/Ingleside	Penny Usilton – No report.
Betterton Beach:	Greg Welch – Nothing to report.
Millington Pool:	Melissa Cannon – No report.
Edesville Park:	Joyce B. Moody – No report.
Toal Park:	Mary Fisher – No report.
High School:	Kate Ervin – No report.
High School:	Vacant
County Commissioner:	Bob Jacob – No report.
Board of Education:	Bryan Williams – Nothing to report.

V. Adjournment – The meeting adjourned at 7:35 pm.

Next Meeting: Monday, February 10, 2020