

RECREATION ADVISORY COMMITTEE MINUTES  
November 6, 2008  
BUCKEYE RECREATION CENTER

- I. Call to Order** – Chairman Mr. Pfohl called to order the regular meeting of the Recreation Advisory committee at 9:00 a.m. in the Chamber Room at Town Hall. Present were Chairman Mr. Pfohl, and Advisory Committee Members Ms. Simms, Mr. Brooks, Ms. Piquet, Mr. Adams, and Mr. Smoot; Mr. Mette was not present. Mr. Jelinski, Parks and Recreation Director and Town Manager Michael Boaz were also present.
- II. Approval of Minutes** – Minutes were approved from the previous meeting.
- III. Recreation Report -**
- a. **Recreation Report** – Mr. Jelinski reviewed the report stating that sold passes had increased from 25 passes in October 2007 to 36 passes in October 2008. Paid daily usage more than doubled in October 2008 with 129 visits from 63 visits in October 2007. There were 1,218 total visits in October 2008. Mr. Brooks brought up event usage participants. Mr. Jelinski stated that all event participants are accounted for under Event Usage. Ms. Piquet asked if people using the computers and WIFI were accounted for. Mr. Jelinski stated they are accounted for as a complimentary visit.
- b. **Outdoor Recreation Report** – Mr. Jelinski asked the committee members if they would like outdoor recreation employees, Mr. McNay and Mr. Hughes present at the meeting. It was agreed upon that they do not need to be at the meetings unless it for a specific reason. Mr. Pfohl stated he created a list of daily/weekly/monthly duties for the outdoor recreation workers, he also stated that Public Works Director, Riley Hatch created a list.
- a. **Communication** – Mr. Jelinski mentioned that Mr. Hughes and Mr. McNay are hard to contact and acquired about the use of a two way radio. Mr. Boaz said the town is working on the radio. Mr. Jelinski said he would have Mr. McNay and Mr. Hughes to check in at the recreation center daily.
- b. **Hikes** – The last hike on November 4<sup>th</sup> had zero participants. Mr. Jelinski said he would be contacting the Chargers and Rechargers Hiking Club about adding our hikes to their schedule. Mr. Pfohl stated that the hikes are a good way for Mr. McNay and Mr. Hughes to check the trails. Mr. Brooks stated it would be good to have hikers write down their contact information so we can contact them a couple days before each hike.
- c. **Adopt a trail** - Ms. Piquet asked if we still have the adopt a trail program. Mr. Pfohl stated that we do but it has not been kept up. Ms. Piquet said we should refresh people about what they signed up for.
- d. **Sledding Hill** – Mr. Pfohl told the committee we are getting prices for the sledding hill warming shed materials. He stated a contractor offered to build the shed if we supply the materials. The anticipated opening day for the sledding hill is November 15<sup>th</sup>. Mr. Brooks said he would help make snow again this year.

**IV. Additional Business** –

**Recreation Center Committee**

- a. Roof – The contractor was out last week and the roof was repaired. The fitness room was not flashed properly, but should be fixed. Ms. Piquet asked to try to carpet clean the fitness room area. Mr. Boaz stated that we have extra carpet and can replace it if needed.
  - b. Halloween – The Halloween event was discussed. Mr. Jelinski said the event went well, but there was not a large turnout. Suggestions made for next year were as follows:
    - a. Have the haunted house open longer so participants may go through more than once.
    - b. Follow up on activities – costume contest, parade, games, etc.
    - c. Event should be on Halloween and geared for the Beech Mountain community
    - d. Make sure all trick and treat stops are attended
    - e. Advertise the event better, emails, flyers, etc.
  - c. Holiday Market – Mr. Jelinski stated that ten (10) vendors have registered for the market and a couple additional registrations should come in soon. Mr. Jelinski stated a meeting will be held on Saturday, November 8<sup>th</sup> with Brie Young, Program Coordinator and some of the vendors.
  - d. Staffing – The open positions were discussed. Mr. Jelinski stated that he reviewed the staffing situation and had some issues. The Program Coordinator and Fitness Coordinator spend a majority of their time behind the front desk and had limited time programming. Mr. Jelinski said the Recreation Assistants hours should be changed to allow coordinators more time for programming. The open Fitness and Wellness Coordinator position was discussed and decided that the employee should be certified to teach fitness classes. The full time Fitness and Wellness Coordinator position will be posted in the following places:
    - a. Appalachian State University
    - b. Watauga County newspapers
    - c. North Carolina Park and Recreation Association website
    - d. Lees McRae College
    - e. North Carolina Recreation Resource Service
- V. ***Speak Out Session*** – Mr. Jelinski discussed printing the brochure on nicer paper and possibly looking into a new picture of the building for the brochure. Mr. Boaz asked the board for a resolution of support for a pedestrian plan with the Department of Transportation. The recreation committee unanimously agreed to support the pedestrian grant. Ms. Piquet asked Mr. Boaz about the tennis courts. Mr. Boaz said that sealer was sent and BJ and Sean need to apply the sealant to the cracks. Mr. Boaz stated the warranty did not cover cracks in the courts. Mr. Brooks asked to look into rates for multipurpose rooms around the mountain and possibly make changes for group rates to rent Buckeye Recreation Center. Mr. Pfohl reminded the committee about the importance of getting the word out about our programs. Mr. Pfohl asked the committee members to come to the next meeting with ideas of how to market our programs. Mr. Pfohl said the presentation by Warren Doyle was excellent and more indoor presentations, during winter would be great for the community.
- VI. ***Adjourn*** - The meeting was adjourned at 10:22 am.

Respectfully submitted,

Eric Jelinski