

City of College Park
 Recreation Board Meeting
 August 5, 2019
 6:00 p.m.
 College Park Community Center (CPCC)
 5051 Pierce Avenue

Final Minutes

	Present	Absent
1. Sarah Araghi (Jazs)	X arrived 6:04pm	<i>Departed at 7:31pm</i>
2. Santosh Chelliah		X
3. Janice Bernache-Crocker	X	
4. Jane Hopkins	X	
5. Bettina McCloud		X
6. Judith Oarr	X	
7. Barbara Pianowski	X	
8. Christina Toy	X	
9. Aiina De Triana		X

Also Present:

City Staff:

Scott Somers, City Manager (departed at 7:04 pm)
 Bill Gardiner, Assistant City Manager
 Robert Ryan, Public Services Director (departed at 6:54 pm)
 Sharon Fletcher, Executive Assistant, Public Services Department
 Ryna Quinones, Communications Coordinator

Joi Woods, Contract Secretary

PG Parks:

Kathleen Reardon, Assistant Facility Director

Applicant:

Joseph Smith, CYO Youth Soccer

I. Call to Order

Meeting was called to order at 6:02 p.m.

II. Review and Approval of Agenda

Mrs. Pianowski motioned to approve the agenda. Mrs. Hopkins seconded the motion. None were opposed. The motion passed 5-0-0.

Ms. Araghi motioned to reorder the agenda, moving sub item g *Blues Festival* to sub item b. *Fourth of July Band*. Mrs. Toy seconded the motion. None were opposed. The motion passed 6-0-0.

III. Review and Approval of Minutes- July 1, 2019

Mrs. Pianowski motioned to approve the July 1, 2019 minutes. Mrs. Oarr seconded the motion. None were opposed. The motion passed 5-0-0.

IV. City Policy for “City Events and City Initiated Solicitations”

Mrs. Quinones led discussion on the policy, highlighted points included:

- Ensuring inclusivity of all residents for city events
- Maintaining city protocol to report and document event sponsorship
- Addressing planning and facilitation challenges during the event planning process
- Targeted Marketing to increase resident attendance at city events
- Securing feedback from city residents about events
- Partnership with other city agencies and community based organizations

V. New Events & Outreach Coordinator

Mrs. Quinones advised the Board that:

- An Events & Outreach Coordinator had been hired; and
- Efforts and intentions to centralize city event planning processes were under way

VI. Citywide Events - Planning and Reports:

The Board discussed:

a. M-NCPPC Partnerships

- Annual Community Connect Requests for Calendar Year 2020 Events
 - Date selection for Brunch with Bunny
 - Ms. Fletcher recommended hosting the event on March 28, 2020 for the Board's consideration

Mrs. Toy motioned to host a Spring Brunch event on March 28, 2020. Mrs. Pianowski seconded the motion. None were opposed. The motion passed 6-0-0.

- Date selection for Santa event

Mrs. Pianowski motioned to host a breakfast/brunch with Santa event on December 14, 2019. Mrs. Oarr seconded the motion. None were opposed. The motion passed 6-0-0.

- Movie night at the Aviation Museum– August 23, 2019
 - Mrs. Quinones noted that this was a partnership opportunity for with the Recreation Board and that Aviation staff was interested in hosting future events
 - There was mention of partnering with the UM Dairy to sell ice cream at the event

b. Blues Festival - 11/09/2019

- Venue confirmed
- DCBS Agreement
 - Pending feedback from the City Attorney
- Promotional Items & Solicitation process
 - Banner was delivered per Ms. Araghi's request
 - DCBS will solicit to secure local hotels and vendors to provide food for artists
- Securing prize items and promoting local businesses
 - Previous event promotions efforts
 - Partnership with the other local entities to promote the Blues Festival (i.e. Clarice, Aviation Museum, etc.)
 - Giveaways to gain event feedback and demographic details (Raffles, Prize Wheel, etc.)

c. Family Movie Night(s)

- 07/19/19
Decrease in attendance from last year
- 09/13/19 – should we proceed

The Board discussed planning, logistics, and event costs.

Mrs. Pianowski motioned to cancel Movie Night on September 13, 2019. Mrs. Hopkins seconded the motion. None were opposed. The motion passed 5-0-0.

- d. National Night Out – 08/06/19 – Four (4) locations
 - Berwyn
 - College Park Woods
 - Duvall Field
 - Lakeland
- e. College Park Day – 10/05/19
- f. Proposed Halloween themed event - 10/19
The board discussed:
 - Alternate fall event theme ideas
 - Potential dates, locations, and logistics
- g. Fourth of July Band – 07/04/19; 2020 location TBD
 - Event was well attended

VII. Recreation Facility Use Requests

- a. CPB&G Club soccer and baseball @ Duvall
Approval pending application submission
- b. P.G. Pride – Lacrosse @ Duvall
- c. Dematha soccer @ Duvall

Mrs. Oarr motioned to approve the Field Use Requests for Dematha soccer and P.G. Pride Lacrosse to share the field contingent upon the organizations' willingness to share the field. Mrs. Toy seconded the motion. None were opposed. The motion passed 5-0-0.

Ms. Fletcher will propose the terms to both organizations and provide an update for the Board.

- d. Holy Redeemer – CYO @ Calvert

Mrs. Oarr motioned to approve the Field Use Requests for Holy Redeemer. Mrs. Toy seconded the motion. None were opposed. The motion passed 5-0-0.

VIII. Confirm Next Meeting: Monday, September 9, 2019 (*first Monday is a Holiday*)

IX. Adjournment

Mrs. Pianowski motioned to adjourn the meeting. Mrs. Oarr seconded the motion. All were in favor. The motion passed 5-0-0.

The meeting adjourned at 7:52 pm.