

City of College Park
Recreation Board Meeting
October 7, 2019
6:00 p.m.
College Park Community Center (CPCC)
5051 Pierce Avenue

Final Minutes

	Present	Absent
1. Sarah Araghi (Jazs)	X (6:15 p.m.)	
2. Santosh Chelliah	X	
3. Janice Bernache-Crocker		X
4. Jane Hopkins	X	
5. Jane Miller	X	
6. Judith Oarr		X
7. Barbara Pianowski		X
8. Christina Toy	X	

Also Present:

City Staff:

Robert Ryan, Public Services Director (departed at 6:54 p.m.)
Sharon Fletcher, Executive Assistant, Public Services Department
Ryna Quinones, Communications Coordinator
Joi Woods, Contract Secretary

PG Parks:

Eric Smith, Regional Director
Kathleen Reardon, Assistant Facility Director

- I. Call to Order
Meeting was called to order at 6:10 p.m.
The board held general discussion about College Park day while waiting for quorum.
- II. Review and Approval of Agenda
Ms. Araghi motioned to approve the agenda. Mrs. Toy seconded the motion. None were opposed. The motion passed 5-0-0.
- III. Review and Approval of Minutes- September 9, 2019
Ms. Araghi motioned to approve the September 9, 2019 minutes. Mrs. Toy seconded the motion. None were opposed. The motion passed 5-0-0.
- IV. Membership Announcements
The Board discussed current vacancies, appointment details and electing a Board Chair and Co-Chair
 - a. 2 Current vacancies
 - b. Elections required in November per 15-4
- V. Communications
The final draft of the City Policy for "City Events and City Initiated Solicitations" is forthcoming, Mrs. Quinones will follow up with the City Clerk's Office.

VI. Citywide Events - Planning and Reports:

a. College Park Day – 10/05/19

The Board debriefed about the event, noted discussion included:

- A listing of participating vendors and organizations
- Parking
- Music
- Consolidating overlapping events
- Volunteer recruitment and incentives
- Establishing a designated reunification location in the event that children are separated from their families

Mrs. Quinones noted that feedback will be shared with partnering organizations.

b. Blues Festival - 11/09/2019

Ms. Araghi requested confirmation about logistics including the stage, chairs, and banners.

- The board discussed options to post banners, changes initiated by Pepco prevent banners from being hung in historical locations.
- Theme & Decorations- *Red, White, & Blue*
- Mrs. Quinones noted that the event is being sponsored by the city providing in-kind support, securing security, concessions and other logistics. The event will be hosted by the DC Blues Society (DCBS)

Ms. Fletcher will follow up to confirm logistics (sound system, seating drapes).

Mrs. Quinones will follow up on requirements for furnishing Certificates of Insurance.

c. Breakfast with Santa – 12/14/19

- Michael Canavan
- Mrs. Hopkins will inquire about the need for a Santa Suit

Mrs. Miller motioned to request Michael Canavan to be Santa pending his availability. Ms. Araghi seconded the motion. None were opposed. The motion passed 5-0-0.

Ms. Fletcher will contact Michael Canavan to inquire about his availability.

- Mrs. Reardon reported that the entertainment has been confirmed, additional considerations given regarding the light show to prevent adverse reactions.
- The board discussed logistics including:
 - Scheduled of the day
 - Seating, storing coats, Santa's arrival, entertainment start time
 - Mrs. Toy has devised a color coded timing system to manage photo experiences

Mrs. Hopkins motioned that the event begins at 10:00 a.m., Santa to arrive at 10:05 a.m., and that entertainment begins at 10:30 a.m. Mr. Chelliah seconded the motion. None were opposed. The motion passed 5-0-0.

VII. Recreation Facility Use Requests – Fall 2019

No new requests received

VIII. Confirm Next Meeting: Monday, November 4, 2019

IX. Adjournment

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

The meeting adjourned at 7:24 pm.

