

**Baltimore County
Board of Recreation and Parks
December 10, 2008 Meeting Minutes**

The regular monthly meeting of the Baltimore County Recreation and Parks Board was held on Wednesday, December 10, 2008, at 5:38pm at the Department of Recreation and Parks administrative offices, Towson, Maryland. In attendance were Chairman Steve Verch; board members Steven Kroll, Jim Emerick, Althea Page, Mike Weber and Jacob Smith. Staff included Bud Chrismer, deputy director; Marty Stoelting, chief of recreation services; Chet Jones, Northwest Area program coordinator and John Eubank, community supervisor for the Pikesville area.

Chairman Steve Verch inquired about the status of new signs for Ballestone. Deputy Director Bud Chrismer responded stating the state will put up the new signs, to read: Ballestone/Stansbury House.

Mr. Verch informed the board that the County will take over Perring Athletic Club on June 1. Brief discussion followed regarding the changes to be made to the facility.

Mike Weber inquired into whether there was going to be a community meeting for Gunpowder Falls Golf Course. Mr. Chrismer responded stating there would be but the date has not yet been determined.

Mr. Verch reported that he had attended the Middle River Recreation Council holiday party and while he was there, ran into Bill Hendrix from the wrestling program. Mr. Hendrix told Mr. Verch he would like the department to consider a facility for wrestling and cheerleading. Mr. Chrismer responded stating the department has multi use facilities, not program specific.

Jacob Smith inquired about the Joint Use Agreement with the Board of Education. Mr. Chrismer responded stating the department received something from the Board of Education today but it was incorrect and will be going back to them. Mr. Smith stated the current joint use doesn't give us the ability to use fields and strongly stated that the new agreement better allow us use of fields. Mr. Smith doesn't think the department should install these fields at school sites until these agreements are in place. Mr. Chrismer stated there is an agreement in place and we can use fields. Mr. Smith asked whether the joint use agreement would come to the board for review. Mr. Chrismer responded stating it has been so long he is not sure if the board is listed on the agreement or not.

Approval of Minutes:

The board did not review the meeting minutes from November.

Announcements:

The Candy Cane Hunt is this Saturday at Eastern Regional Park.

Old Business:

There were several people in attendance regarding Pikesville and they were as follows: Erwin Burtneck, Max Rozga, Brian Friedlander, Allen Pogach and Aaron Max.

Pikesville Recreation Council supposedly voted to dissolve but there has not been anything in writing. Mike Snitzer is still taking in money and things that used to belong to the recreation council have been changed over to Mr. Snitzer's name. Mr. Snitzer is running programs, for example, before and after school programs and camps, without the proper insurance and employees are 1099. Liability is a mess and someone could be in a lot of trouble.

New Business:

Greater Pikesville Recreation Council Constitution and By-Laws were submitted to the board for review. Board members reviewed the document and had some concerns. These concerns included the term limit that a member could serve; this information was not included. The term limit should be listed as 2 years and 1 month, for the first term and then from there on out it should be a 2-year term limit. Steven Kroll reported that Wayne Definbaugh had some concerns with the proposed constitution and by-laws as well. Mr. Definbaugh's concerns included those permitted to sign checks. The document states that the president has the ability to sign checks but Mr. Definbaugh wants the document to state that 2 out of the 4 officers are to sign checks. Mr. Definbaugh also had concerns regarding affiliates and non-affiliates. Marty Stoelting stated that we do not set the fee for non-affiliates; this is more of a license agreement. In addition, Mr. Definbaugh had concerns regarding the petty cash limit and suggested that it should be set at \$250. GPRC responded stating that limits were discussed but it would be higher than \$250, with every penny accounted for before this gets replenished. PRC had petty cash set at \$1500. Jim Emerick responded stating that this is standard around the County. There will be no bookkeeper because there are no funds to hire one. GPRC will be using QuickBooks for Non-Profits. Furthermore, there will only be one checking account.

The section regarding membership dues was looked at as well. PRC had set a \$25 membership fee. GPRC stated they don't have to have it but didn't know if it should be carried over. Chet Jones responded stating this was something fairly common and allows someone who wasn't formally the chair of a program, to come into the council and be a voting member. Additionally, the section that states the president shall vote on all council matters was questioned. Usually the president does not vote on council matters. GPRC stated they proposed this question to a gentleman who has many years of experience with non-profits and he said the president does vote. GPRC stated they would change this section in the document to state the president shall only vote in the case of a tie.

In regards to the section about dissolution, GPRC stated the attorney for PRC informed them that because of their unknown liabilities, they couldn't give their equipment to them. They can loan the equipment to GPRC but may have to liquidate this to pay off bills. On a 501 (c) (3) application you must indicate whether you have taken over programs and GPRC stated they have done so. The application also asks whether you are taking over liabilities and GPRC has stated they have not.

In the case where the president can call special meetings, the board stated that there is usually a time limit for notification. GPRC responded stating this was supposed to have been included.

There was some discussion on affiliates and whether or not they needed to run money through the recreation council. If a board votes a particular affiliate to run money through for a particular reason, then they would have to but affiliates do not usually do this. Programs run money through as opposed to affiliates which don't need to run money through but do need to provide insurance.

Mr. Weber commented on the section regarding audits stating that, to do as the by-laws state and hire a CPA every three years to conduct an audit, would be very expensive. GPRC inquired into what the board requires. The board responded stating they require an audit, which can be internal or external.

GPRC is entertaining the idea of having Mr. Snitzer run tournaments because of his experience. Of course, proper budget submittals must be followed. The donation would come to GPRC and they are trying to set the rules right now. GPRC is trying to figure out what they can take over, without liability that could hurt them. If GPRC were to take over programs mid-way through, the liability would be too much, but the start of the season is a different story. Ms. Stoelting informed GPRC that before they entertain Playwise Playkeepers, they would have to talk to the department first because this is their building.

GPRC stated that at the last PRC meeting, they had stated they would resign and support GPRC. GPRC does not want to find themselves in competition with PRC. Mr. Weber responded stating the board has worked hard to get to a point where the right organization is in place, in this community, and they want to make sure this happens.

There was discussion about the board's decision on GPRC. GPRC was under the impression from the last meeting that a decision would be made tonight. Althea Page responded stating the GPRC Constitution and By-Laws had not been submitted, thus no decision can be made. GPRC has first priority of fields and is a corporation able to get programs together. It was stated that PRC voted to dissolve, although nothing has been seen in writing. Overall, this group has come very far!

Mr. Kroll stated that the board will not and cannot vote on any passed agenda but they can move forward. The GPRC Constitution and By-Laws need to be revised to include the changes that the board has requested. Once these changes have been made (and there are no additional problems with the document), the board (with a quorum) can make a decision. Mr. Verch stated that he would like to conclude this the right way and move forward. Mr. Verch instructed GPRC to make the appropriate changes and get the document to the board. The board can review the document and conduct a vote. In the meantime, GPRC can let folks know that they have met with the board and just need some fine-tuning.

Mr. Kroll asked GPRC how much money they had. They responded stating they had \$750 which was to pay for their 501 (c) (3). This group has put money out from their own pockets. They are looking to solicit donations and believe they would have the ability to raise more money once they were certified. This would show the community they are official and the community would feel better about giving to them. The board is worried they will not raise enough before the programs start in the spring. GPRC is worried but are willing to go out and raise all they can. They know it won't be easy but they are committed.

There was discussion about conflict of interest. You can't have a financial interest in making money off of a program. GPRC has taken this information directly from the IRS website and will require the board to sign as well as anyone interested in running a program.

Mr. Weber inquired into whether there was any talk of transfer asset for cost. GPRC responded that there was and stated their attorney was going to help them with this Independent Verification Account. GPRC is awaiting their decision. John Eubank stated that he has an employee conducting

an inventory of what is in cages. GPRC has included in their by-laws, the chair of each program to submit their inventory to the treasurer, to know what they have at all times.

The board inquired into where GPRC is with advertising. GPRC will be meeting with someone tomorrow night regarding a website. They said they might try to get a link from PRC. They further stated that they own 3 domains.

The board complemented those in attendance for their time and effort stating it has not gone unnoticed. Mr. Kroll stated he would like to attend their meetings and be there to answer questions once they are certified.

Mr. Verch sees an issue with PRC not formally dissolved. Mr. Eubank stated that he attended the last meeting and said it was a unanimous decision by the board to dissolve. At the end of the meeting the dissolution document was held up but he did not witness signature. Mr. Eubank stated the secretary was in attendance and should have taken minutes. PRC technically does not have to sign the dissolution form given they are not incorporated. Mr. Eubank will attempt to obtain minutes from the PRC meeting. GPRC is doubtful there will be minutes obtained from the last PRC meeting and questioned whether something from their attorney would be sufficient. Mr. Verch replied stating that would be fine.

GPRC stated they can not submit their 501 (c) (3) because they do not have their approved by-laws. GPRC was instructed to send the board secretary their by-laws to be distributed to all board members and any questions board members have should be directed to Mr. Kroll. If this isn't resolved, it will be by January 14th. Mr. Verch stated that the board will vote at the meeting in January and this will then be finished.

Action:

Mr. Kroll made the motion to accept as certified by the board by vote, GPRC, Inc., as certified recreation council of Pikesville and pending changes board made to by-laws by final vote on January 14, 2009. Jacob Smith motioned to approve, Emmet Davitt seconded and all were in favor.

Adjournment:

There being no further business, Mr. Kroll moved to adjourn the meeting, Mr. Weber seconded the motion, and all were in favor. The meeting adjourned at 6:55pm.

Respectfully Submitted,

Lisa Liupaeter