



AGENDA
PARKS & LEISURE SERVICES BOARD
Thursday, February 1, 2018 - 2:30 p.m.
900 Buckwalter Pkwy, Beaufort 29910
843.255.6710

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. INTRODUCTIONS
4. PUBLIC COMMENT
5. REVIEW AND APPROVAL OF DECEMBER 7TH MINUTES (backup)
6. ISLAND REC CENTER
7. NEW BUSINESS
 - A. HOURS
 - B. ANNUAL REPORT
 - C. FEES
 - D. ATHLETICS
 - E. SPECIAL EVENTS
 - F. MARKETING
 - G. AQUATICS
 - H. NEW HIRE
8. ANNOUNCEMENTS
 - A. NEXT MEETING – APRIL 5, 2018
9. EXECUTIVE SESSION
10. ADJOURN



BEAUFORT COUNTY PARKS & LEISURE SERVICES ADVISORY BOARD MINUTES

County Council Chambers
Thursday, December 7, 2017
2:30 PM

Board Members Present: Tom Erter Vice Chairman, Erac Priester, Bruce Yeager, , Mike Covert, Ron Middleton, Stan Gangshow, Greg McCord;

Board Members Absent: Arthur Middleton, Chairman, Mike Manesiotis

Staff Present: Shannon Loper (Director to PALS), Phil Foot (Director of Public Safety), Vincent Leon (PALS Pool Manger), Antoinette Binette (PALS Pool Manager), Brenda Lindblad (PALS Marketing), Lisa Arrington (Administrative Assistant to Director)

Guest Present: No guests present.

Call to Order: Tom Erter called the meeting to order at 2:45 PM. The Pledge of Allegiance was said by all present. Everyone introduced themselves.

Public Comment:
No public comment.

Review:
Board approved minutes for October of 2017. Tom Erter made a motion to approve the minutes, approved by Erac Priester and Bruce Yeager seconded the motion, all approved.

New Business:

- A. **Fees-** Shannon Loper proposed to a fee structure for swim team for Beaufort Pool. Start with eight sessions and swim meet at the end. She proposed a fee of \$50.00 for each session. Tom Erter made a motion for approval of the fee of \$50.00 for swim team at Beaufort Pool. Erac Priester made motion to approve, Bruce Yeager seconded the motion, all approved.
- B. **Athletics:** Shannon Loper presented the basketball numbers for Bluffton at 638 with 598 last year and Beaufort at 270 with 236 last year. Games scheduled to start on January the 3rd.
- C. **Special Events:** State football, Battery Creek with host Division I and Bluffton High School will host Division II on Saturday. Each division will host 7-8, 9-10 and 11-12 age groups. Report will be presented on next meeting of results. There will not be any local teams. There will be 12 teams coming to stay in our area for these games.
- D. **Aquatics:** Shannon presented comparison from July 2016 to December 2016 to July 2017 to December 2017. Spreadsheets were given to the Board members to review with a budget comparison as requested in last meeting. Tom Erter asked about the decrease in the daily admissions for all pools. Shannon advised that in staff meeting today, it was made apparent the swim teams were not being accounted for when they

came to pool for day. Mike Covert stated, he created a graph with the numbers and he is seeing a decrease in them. He asked if there was any reason why this has occurred. Shannon stated some of the programs have moved. Shannon advised that the pool conditions are not very good. Mike Covert asked if there is a percentage of the decrease that can be accounted for the condition of pools. Mike Covert asked Phil Foot if he line item the cost of repairs for budget. Phil advised that has been given to Facilities for repair. Bruce Yeager asked if by next meeting they would have the comparable data for Dec thru January. Mike Covert asked about the amount of overtime from 2017 to 2016 with the decrease in daily usage numbers. Shannon advised this was due to the pool staff used during the World Series. Mike Covert discussed changes in cost of supplies and other line items on report. Tom Erter requested a total for operating cost. Bruce Yeager requested revenue for the pools for next meeting.

Aquatics: Shannon advised the Board that Kristina Winland has accepted a position with hospital and stepped down from Pool Manager for Bluffton pool to WSI. Antoinette Binette will be manager for Battery Creek and Beaufort pool for a time. Vincent Leon will be moved to the Bluffton pool as manager.

- A. Antoinette Binette presented numbers from Oct to Dec 1st for the Beaufort pool. Shannon advised that patrons with membership were waiting for December 1st for the reduction in price. Upcoming programs are the swim team and school lessons.
- B. Antoinette Binette presented numbers from Oct to Dec 1st for the Battery Creek pool. Upcoming programs are the swim teams and school lessons. Tom Erter asked for some feedback 3 months following fee changes to see if meeting the needs of the community.
- C. Vincent Leon presented the numbers from October to Dec 1st for Bluffton pool. Upcoming programs are the FINS swim team and lessons.

Director's Report: Shannon did an interview with Justin for Hilton Head Monthly to promote Buckwalter. Home and Garden Show will be back in March. Burton Wells will be starting up the Tots Day out again. Shannon proposed to offer a week free or Saturday free to promote the facilities. Multiple options were discussed by Board Members. Mike Covert spoke of computer issues at Buckwalter. Shannon advised that the staff at front desk will start as, one is checking in (scanning in) customers and the other is doing sign ups in system. Brenda and Tess will be working on schedule for video on demand. Mike Covert suggested sending notices home through the school system. Greg McCord stated there is a process to use the school for certain information to be sent home with children. Tom Erter advised Shannon to go ahead with the free days. Island Rec Center, Frank Soule is not present due to Grand Opening.

A. Employee Update: Admin Clerks looking to hire permanent part time clerks for Buckwalter and Burton Wells. They will work the evenings and Saturdays to help relieve some of the confusion at the Centers. Athletic Director is still vacant; interviews will be in the next two weeks. Pool Manager, Shannon advised that Anny Binette will be covering two pools over next several months. Lifeguards are full at this time.

Executive Session: Tom Erter requested to go into Executive Session.

7. Announcements:

- A. Next Meeting-February 1, 2018

Next meeting is February 1, 2018 at Buckwalter Recreation Center, 905 Buckwalter Parkway, Bluffton at 2:30pm

Adjourned at 4:27 pm

DRAFT