

# BEAUFORT COUNTY PARKS & LEISURE SERVICES

## ADVISORY BOARD MINUTES

Conference Room  
Beaufort Industrial Park, Building 102  
Thursday, February 4, 2010  
2:30 PM

---

---

**Board Members Present:** Arthur Middleton, Chairman  
Allan Stern, Vice Chairman  
William Brown  
Ronald Campbell  
Terry Dingle  
Norman Varnes

**Board Members Absent:** Robert Anderson  
Michael Manesiotis

**Staff Present:** Morris Campbell, Community Services Director  
Cristina Roberson, PALS Director  
Joe Penale, PALS Deputy Director  
Sherry Jones, Assistant to Directors

**Guests Present:** Councilman William McBride, Beaufort County Council

### CALL TO ORDER

The meeting was called to order by Allan Stern at 2:35 PM.

### PLEDGE OF ALLEGIANCE

All stood to recite the Pledge of Allegiance.

### APPROVAL OF JANUARY 7, 2010 MINUTES

Minutes were approved by dingle and brown.

### PUBLIC COMMENT

There were no public comments.

### DIRECTOR'S REPORT

- A. PALS Participation and Programs Update – Ms. Roberson distributed a calendar to all Board Members on behalf of Mr. Kubic, County Administrator, in gratitude for their volunteer efforts with the County. Also distributed was a brochure on Fort Fremont created by Friends of Fort Fremont Historical Park and LowCountry Master Naturalist Association. Ms. Roberson reported that she will be working with the Board's Finance Committee on the upcoming budget process and the Program Committee to finalize guidelines for a scholarship program. Ms. Roberson directed the Board's attention to the screen for a presentation on upcoming programs and updates for the organization. PowerPoint Presentation is attached.
- B. Fiscal Report – Ms. Roberson reported that the PALS budget is down in expenditures and up in revenues.
- C. Project Updates – Ms. Roberson thanked Board members that have been active in attending
  - i. Burton Wells Phase II – Has been approved by the Public Facilities Committee of Beaufort County Council. It will next be presented to County Council for approval and the bidding process will begin. Projected completion by 2012.
  - ii. Lady's Island Park – Ms. Roberson reported on Lady's Island Park is still in planning process. Engineering is working on a stormwater design and the master plan is nearing completion.

- iii. Buckwalter Skate Park – Under construction. The rains have slowed progress down a little bit but completion is scheduled for March or early April.

### **STANDING COMMITTEE REPORTS**

#### **A. Finance Committee – FY 2010 Second Quarter Report**

Mr. Stern, Chairman of Finance Committee, directed Board Members attention to the screen. Mr. Stern explained that based on the reports provided, the revenues have increased by \$54,000 in 2009 FY over 2008 FY revenues. Based on the November revenue report, PALS will collect well over what has been predicted in revenues. Mr. Stern reported on the Expenditures report which is based as of December. It was explained that the reason the revenues are a month behind is because it takes longer to reconcile the books for revenues therefore revenues are a month behind on reporting. This process should be caught up by the next report. Mr. Stern continued to explain based on the December Expenditures report, PALS has reached 48% of the budget expenditures. Based on these numbers FY 2009 expenditures are \$154,000 below those of FY 2008 and this is partly because of the summer camp budget. In which the department will experience a spike of expenditures in the months when camp begins. Half of the summer camp budget is still in FY 2009. Mr. Brown asked if the Summer Nutrition Program is part of the PALS budget. Ms. Roberson explained that the Summer Nutrition Program is not included because it is grant funded. The financial reports are attached.

### **MEETING/ADJOURNMENT**

Mr. Middleton read the Census Statement as requested by Mr. Kubic. Mr. Middleton addressed the Board in regards to attendance and asked all to become more active in PALS projects. Chairman Middleton thanked everyone for attending the meeting. Next regularly scheduled meeting will be on Thursday, March 4, 2010 at 2:30 PM at the Beaufort Industrial Village, Bldg. 2 in Beaufort, South Carolina.

The meeting was adjourned at 2:48 PM.