

**BEAUFORT COUNTY PARKS & LEISURE SERVICES
ADVISORY BOARD MINUTES**

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

Board Members Present: Arthur Middleton, Chairman
Al Stern, Vice Chairman
Robert Anderson
Ronald Campbell
Chuck Culpepper
Tom Ertter
Michael Manesiotis
Norman Varnes

Board Members Absent: Terry Dingle

Staff Present: Morris Campbell, Community Services Director
Cris Roberson, PALS Director
Joseph Penale, PALS Deputy Director
Denise Hamrick, Administrative Assistant to Directors

Guest Present: Billie Lindsay, Beaufort County Planning Department

CALL TO ORDER

The meeting was called to order by Arthur Middleton at 2:30 PM.

APPROVAL OF JUNE 3, 2010 MINUTES

It was motioned by Arthur Middleton to approve the June 3, 2010 minutes with the following changes: 1) Tom Ertter noted that on page 5 it was Mike Manesiotis who said he would get Cris the phone number of Wayne Quinlan, and 2) Norman Varnes pointed out that on page 1 has Allan Stern and William Brown listed in both the Board Members Present and Board Members Absent sections. Neither was present for the June 3, 2010 meeting. The motion was seconded by Terry Dingle and passed unanimously.

PUBLIC COMMENT

There were no public comments.

PARKS & RECREATION OPEN SPACE RFQ UPDATE

Billie Lindsay, Beaufort County Planning Department, gave an update on the Beaufort County Parks, Open Space, and Recreation Master Plan. The plan includes parks, greenways, trails, sensitive environmental areas, athletic fields, swimming pools, senior community centers, and recreation facilities and programs. The goal is to provide clear direction in land use and infrastructure decision relating to: recreation facility infrastructure and associated programming, green infrastructure (parks, greenways), and operation and maintenance of park lands and facilities. We made substantial progress on Task 1 which was to review and assess existing plans and conditions. We have done an inventory of all our Rural and Critical Land Program (RCLP). We created a database to include 60 land purchases and/or easements. In order to make this database more searchable we've listed these by common name,

closing date, acreage, price, purchased as partnership, deed holder, type of acquisition, easement holder, and parcel identification number. PALS staff has completed facility/park assessments on the PALS facilities and we've included them in the database. We are working with the GIS Department to get that mapped so that we can look at those things on a spatial basis as well. An example is available for review. Our next steps are 1) add municipal parks to the database and mapped. 2) add other land available to be used for recreational purposes to the database and map it as well (Hunting Island, etc.) 3) review and summarize existing shared use agreements, 4) review and summarize all PALS programs (senior programs, youth programs, recreational programs), 5) review and summarize similar programs offered by other agencies (YMCA, Boys and Girls Club, municipalities). By the next Board meeting in three months we want to collect public input (task 2), assess our needs for open space and recreation facilities countywide and by the six planning areas (task 3). We will have a consultant to come in and assist us with tasks 4 – 8. He will look our community (the inventory and all the information we've collected) to see if there are more efficient or better ways to reorganize our assets (tasks 4 & 5). This would include a cost/benefit analysis, prioritizing recommendations and creating a timeline and capital budget for implementing the plan recommendations. (tasks 6-8). Finally staff will prepare policy document that includes the entire project (task 9). The anticipated completion date is August 2011.

Director's Report

Cris Roberson, PALS Director, thanked Denise for the charts which give us a better visual of where we currently are. Cris gave the following updates:

A. Pals Participation and Program Updates:

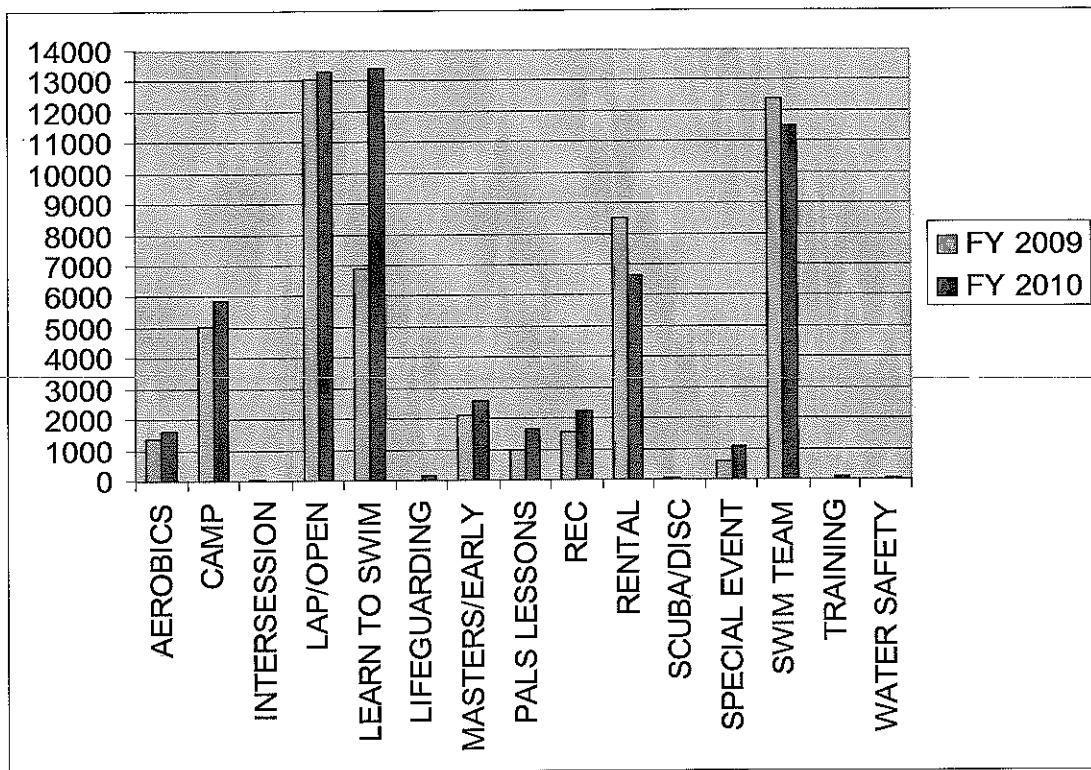
1) After School Programs

Site	2010 Enrolled	2010 Wait List
Bluffton	63	30
Burton Wells	41	14
Lind Brown (New Site)	13	0
Port Royal	30	6
TOTALS	147	50

The after school program is divided into various sites. We currently have a total of 165 enrolled in our after school program. The Scott site which currently has 7 children enrolled is not listed on the chart because 10 is our minimum to keep a site open. We hope to grow that site. All of the sites listed (except Scott) are at maximum. This year we have started something new-- is our Wait List. This waiting list shows the number of additional children that would like to be in our program; however, because of staffing or center sizes we can't accommodate them at this time. We currently have 50 children on the waiting lists. We try to keep our staffing ratio at 1-to-10 or 1-to-12. The interesting thing about enrollment is that we need to have people enroll at least 2-3 weeks in advance with a cutoff because we don't know what our numbers are going to be until they enroll. We do know how much staff we have but hiring additional staff within the short period of time is very difficult to do. We had 115 children enrolled in our program for FY2009 and for FY2010 we had 165 children enrolled. This is an increase of about 40% between the two years. Another item of interest is there was an after school activity in Coosaw Elementary on Lady's Island; however that provider is no longer in the school. I see an enormous gap potentially in that area particularly for parents of children who can't afford some of the expensive rates that non-profits charge in the area. I think we need to look at potentially filling that need. Tom asked if there were any potential additional sites that could be used beyond those already listed as we look to forward to meeting those demands and we are maxed out with the ones listed. Cris responded that we do have some sites that are not active in the sense that we are not totally manning them that could be available. We attempted to reach out into the Dale, and Seaside communities and we did not get anyone to enroll. Those sites are available

Bob asked about the possibility of moving into another location within Bluffton since there are already 30 kids on the waiting list. Cris responding that we are aware of the increase not only in after school but also in the summer camp program as there were 167. We know that we need to split that up are looking into option of approaching the schools for additional space. The other approach demand is being able to find a location and being able to get the staffing on board in time to meet the need. Bob indicated that the only location that is really available is the new middle school gym. They have the cafeteria, playground equipment, basketball court outside, athletic field, and a nice gym. It makes sense to have the program at the schools.

2) Aquatics – FY2009 – FY2010 – Learning 2 Swim. Certified/hiring



This shows the different programs that we have at all of our locations. We didn't break it down by pools. Intercession is how many children go swimming with groups of providers, including ourselves. PALS brings children to the pools during intercession times during the course of the year. Camp is summer camp. We have Boys & Girls Clubs, YMCA, and other providers use our pools. There has been an increase in our Learn-To-Swim program. Bob mentioned that during the Program Services Committee meeting we talked about the problem we have with hiring lifeguards and asked Cris to elaborate on that issue. Cris said that's been a problem we have had a number of times. When you lose a lifeguard, DHEC requires that you fill that position. One of the solutions we used was transferring a number of the seasonal summer time lifeguards at the Lind Brown outdoor pool into part-time vacancies positions that we had at the indoor pools to help us meet DHEC regulations for the fall season. The numbers up the side represent the number of participants for the entire year and cover all four pools. A child can be in a number of programs but is counted each time they participate. We have a good training program for lifeguards. Our Water Safety Instructors hold training classes about six times a year with about six to eight people per session. We get a lot of college people we can pick up using our Open Spaces positions. Despite all of the solutions that we have, it is still an ongoing problem because it takes several weeks before an investigation is completed and we can bring someone on board. We are working with solutions—the open spaces where we hire the students and transferring some students over. We are going to work with Human Resources to see if we can develop some orientations on

weekends or in the evenings to accommodate some of the folks who work part time. Many of them can't make it because they have full time jobs during the day.

3) Athletics

YOUTH PROGRAMS	2009	2010
Soccer (Spring)	832	947
Soccer (Fall)	1115	980
Football	441	429
Cheerleading	99	54
Basketball	570	796
Baseball / Softball	625	731

We served 3,682 in 2009 and 3,987 for 2010. We combined Bluffton and Beaufort because we are one department. Despite being in a recession and people are struggling we still showed an increase of about 8% which is about 305 more students than in 2009. There is a drop in football, cheerleading, and fall soccer. The baseball/softball figures do not include the non profit associations; it just includes our PALS programs.

4) Summer Camp

Sites	2009	2010
Bluffton	125	167
Burton Wells	84	90
Dale	30	28
Lind Brown	84	87
Port Royal	46	32
St. Helena	30	39
TOTALS	399	443

The summer camp program was an eight week program that ran from June thru August. From 7:30 – 6:30 Monday through Friday. We had an 11% increase from 2009 to 2010. We went from 399 in 2009 to 443 in 2010. Bluffton had 167 children with 50 on a waiting list. Which we were unable to accommodate. Cris thinks this increase is cost driven. We charge \$285.00 if you are not on free/reduced lunches and \$165.00 if you are on free/reduced lunches. This was for an eight week program that ran from 7:00 am to 6:00 pm. You paid extra for field trips. The sites that we did have were eligible for free meals on our nutritional program. So not only were the children able to be in active, organized activities and field trips, they also had a free meal. If 50% or more of the students that attended a summer camp were on free/reduced lunches then everyone had a free lunch. We contracted through the schools to do that. We also contracted with Durham to provide us with two buses as we were spread out all over the place and wanted to bring the children together. We had a fashion show where the preteens and younger kids (at separate times) from Bluffton area came to northern area/Burton Wells. We also had a day where the kids from the Burton Wells area went to Bluffton where we had fun things to do outside, sprayed them with water, etc. It was fun and interesting to watch the kids from the different areas come together. We want to continue that and the extra buses make that possible. We're trying to find another larger location to meet at in Bluffton that will accommodate more children. Finding another location and getting the staffing is critical.

5) Summer Nutrition Program

The program has been going on for over a decade. It was run by Andy Stevenson for eight (8) weeks from June 14 thru August 6. In June we started out with 48 sites and then grew to 51 sites in July. Some of the sites included PALS summer camp, Boys and Girls Club in Hilton Head/Bluffton/Beaufort/Sheldon, YMCS in Port Royal, various community centers and residences. There were 102,303 meals served. This is a grant funded, reimbursable program. There were 40 PALS employees running this program (35 part-time and 5 full-time).

B. Pals Project Updates

1. Burton Wells Park Phase II

Genny with SGA has given several presentations about this project and will probably be at the December meeting to give us a presentation update. But as a refresher, this is a 69 acres passive park project that is divided into two phases. Phase I was the recreation center and the fields. Phase II is divided into two sub-phases. Phase A will be the development of a natural amphitheater, a dog park, lake pavilion, a picnic shelter, the lake itself and all the work that needs to be on the lake in connection with that. The lake pavilion will have a customer service/area office that will house ice, water, bait, bug spray, rental gear—fishing poles, life jackets, and paddles, with vending machines will be on the exterior of the building and restrooms attached to the building. This pavilion will be facing the lake. The picnic shelters will house about 75 people and will be concrete pad, have picnic tables, grills, and trash receptacles. We plan on having several of these picnic/pavilions dispersed around the area. This is a CIP project and we are at 60% design review with the architects. Some of the site work discussion included the following: handicap spaces, wheel stops, 10 foot wide trails/paths which will be Pervious Paving, fencing, security gate at North and South entrances, pond excavation and grading, amphitheater lighting, floating dock, signage, pond aeration and bid alternate items. The digging of the pond will be a county function. Here is the tentative schedule for the Burton Wells Regional Park Phase II Master Plan. The anticipated completion date is April 25, 2011.

Burton Wells Regional Park – Phase II Master Plan (Schedule update 8/20/10) = Tentative Schedule				
PROJECT TASK	DURATION	START DATE	END DATE	NOTES ON TIMELINE
Total project Duration		CD Review / Approval - 8/12/10	Estimated Construction End Date 4/25/10	
Submitted Pond application to OCRM	28 to 30 days	17-Aug-10	Expect to receive approval the week of Sept. 14 th	
Submit the DRT for Final Plan review and approval for Pond	22 days	21-Sep-10	13-Oct-10 Meeting Date	County should be able to start digging pond after Oct. 13, 2010
Begin construction Documents/Specifications/Cost Est.	74 Days	12-Aug-10	25-Oct-10	
Water & Sewer permitting w/Beaufort Jasper	28 to 30 Days	21-Sep-10	Expect to receive approval the week of October 11, 2010	
Submit to OCRM for entire project	8 to 30 Days	21-Sep-10	Approval the week of October 18, 2010	
Submit to DHEC	21 to 25 Days	25-Oct-10	Expect to receive approval the week of Nov 15, 2010	Contingent upon receiving OCRM approval
Submit to DRT for Final Plan review and approval for entire project	22 Days	23-Nov-10	December 15, 2010 Meeting Date	
Bidding Negotiations	31 Days	Run advertisement Nov 21, 2010	Bids due Dec 21, 2010	
Contract-Notice to Proceed	14 Days	21-Dec-10	4-Jan-11	Protect Period, writing contract, notice to proceed issued
Construction	110 Days	5-Jan-11	25-Apr-11	Final completion (110 construction days)

2. Lady's Island Park

This is funded by Impact Fees and \$725,000.00. We just conducted a Pre-proposal RFP meeting with approximately 40 contractors present. Deadline for their submission is 9/10/10. It is a design/build. We are asking them to come in and take the work the County has already done, design and build it. Three are 25 acres. The site work will consist of security gate, fence, landscaping, 2 gravel parking lots, and a gravel access road off the main road on Springfield. The playground surface will consist of 3" thick rubber mulch, swings, slides, monkey bar, rock wall, tree climber, wave walker, benches and trash receptacle. The picnic shelter and restrooms will be 48' x 36' rectangular concrete pad, 10 picnic tables bolted to ground, charcoal grills and trash receptacles. The multipurpose field is to include fence, sod, infield mix, irrigation, goals and backstops. There will not be a skate park. The timeline is 2 months to review/award RFP, 6-8 months for construction phase. The tentative "Play Ball" date is June 2011. Norman asked how if there was any information or concerns about how the Heritage Foundation Loan would affect this or future County projects. Cris said she didn't think that loan would affect this project and Arthur backed this up by saying that it was a different "pot" altogether. Arthur asked if the pavilion/picnic tables etc. could be used as a source of revenue. Cris responded said that if someone reserved the picnic area we would use our current fee schedule.

C. Hilton Head Island Field Scheduling

The Advisory Board met July 19, 2010 and voted 4 YES and 1 NO to transfer the scheduling of town owned fields to Island Recreation. Maintenance of those fields will remain a Beaufort County function. This is under the auspices of Hilton Head so any issues as it relates to the scheduling of the fields will go through the Parks & Recreational Commissioner of the town. There has been a lot of positive feedback from this decision.

D. PALS Fiscal Update

PALS EXPENDITURES		Actual	Revised	Administrative
		Expenditures	Budget	Budget
		2010	2010	2011
PALS-Admin	63310	413,731	358,295	367,609
PALS-summer	63311	143,279	212,172	115,700
PALS-Aquatics	63312	1,182,699	1,112,217	1,065,360
PALS-HH	63313	80,000	80,000	80,000
PALS-Bluffton	63314	935,215	928,528	826,834
PALS-Athletic Programs	63316	527,422	607,526	615,507
PALS-Rec Centers	63317	854,616	1,056,565	878,036
Totals		4,136,962.10	4,355,303.00	3,949,046.00

PALS REVENUES		Final	Final	Final	Actual	Budget	2011
		2007	2008	2009	2010	2010	Budget
44400	SPECIAL EV	(9,494.78)	(5,578.00)	(34,706.73)	(208.00)	(200.00)	---
44401	AEROBICS	(5,977.24)	(4,994.00)	(4,984.50)	(450.00)	(400.00)	---
44402	ARTS	(5,145.90)	(2,820.00)	(1,446.00)	(2,464.40)	(2,000.00)	---
44403	AFTER SCHO	(31,048.01)	(22,087.42)	(42,229.00)	(45,127.50)	(40,000.00)	(30,000.00)
44404	SENIORS	---	---	(240.00)	(550.00)	(500.00)	---
44405	YOUTH	(124.00)	---	---	(6,146.00)	---	---
44406	ADULT CLAS	(90.00)	---	---	---	---	---
44407	CHEERLEADG	(7,458.93)	(5,381.79)	(165.00)	(4,528.75)	---	(5,900.00)
44408	RECR FEES	---	---	(1,740.00)	(5,915.00)	(3,000.00)	---
44420	SPECIAL EV	---	---	(29,030.00)	(44,159.66)	(33,500.00)	(20,000.00)
44421	YTH SOCCER	---	---	---	(32,591.25)	(30,000.00)	---
44422	YTH BASEBA	(60,698.88)	(45,727.21)	(33,006.50)	(29,786.97)	(29,786.00)	(25,000.00)
44423	YTH SOCCER	(88,684.92)	108,792.66)	(119,717.74)	(84,704.25)	(84,704.00)	(130,000.00)
44424	YTH FOOTBA	(24,970.66)	(37,630.71)	(33,421.10)	(35,704.42)	(32,500.00)	(35,000.00)
44425	YTH BASKET	(14,624.40)	(41,796.14)	(31,770.55)	(39,356.80)	(36,000.00)	(45,000.00)
44426	YTH SOFTBA	(11,107.00)	(13,980.47)	(5,350.00)	(5,905.00)	(5,000.00)	(5,000.00)
44427	ATHL FEES-	---	(1,950.00)	(127.81)	---	---	---
44428	YTH FOOT F	---	---	---	(330.00)	---	---
44440	SPECIAL EV	(3,500.00)	(700.00)	(313.00)	(5,725.00)	---	---
44443	ADULT SOCC	---	---	---	(4,900.00)	(4,500.00)	(5,000.00)
44445	ADT BASKET	---	(3,150.00)	---	---	---	---
44446	ADT SOFTBA	(35,970.94)	(47,508.00)	(36,128.00)	(44,150.00)	(33,500.00)	(43,500.00)
44447	ADT VOLLEY	---	---	---	---	---	---
44448	ADT FLAG F	(300.00)	---	---	---	---	---
44450	SUMMER CAM	(52,631.43)	(50,367.07)	(82,796.43)	(126,221.00)	(126,200.00)	(65,000.00)
44451	P A L S I N	---	---	---	(175.00)	---	---
44460	GREEN ST P	(24,802.13)	(27,063.52)	(42,096.55)	(45,109.31)	(29,000.00)	(45,000.00)
44461	AQUATIC AE	---	---	(1,180.00)	(3,019.00)	(2,500.00)	(2,000.00)
44462	AQUATIC RE	---	---	(5,880.50)	(9,964.00)	(7,200.00)	(5,000.00)
44463	AQUATIC CO	---	---	(1,673.00)	(7,615.00)	(4,500.00)	(4,000.00)
44470	SWIMMING L	(9,120.00)	(12,112.00)	(14,341.00)	(12,913.50)	(11,000.00)	(11,000.00)
44499	PALS DISCO	---	---	---	32,441.25	33,600.00	---
	Totals	(385,749.22)	(431,638.99)	(522,343.41)	(565,278.56)	(489,990.00)	(476,400.00)

Basically our actual expenditures for FY2010 were \$4,136,962.00. We were budgeted for \$4,355,303.00 we actually saved or did not spend \$218,000.00 which went back to the General Fund. This is a difference of about 9%. Our budget for FY2011 is \$3,949,046.00. Cris reiterated that once you return money back to the General Fund you lose that identify and it can't be put in CIP or anything else. It becomes public funds. Our budget was cut 10%; we took a 5% cut and that was primarily over time across the board. The additional 5% cut was

not really a cut. Finance has pooled worker's comp, group health, tort liability, some of the salaries, unemployment and will be controlled centrally by them. In the past years Personnel was not included in the numbers we looked at; however, they are included now.

Our revenues show FY2007, FY 2008, FY2009, and FY2010. We are looking about \$43,000 increase in revenues which is about 8-9% more. What you see in red—PALS DISCO is Pals Discounts. This is the reduced/ free lunch fees and the difference between those fees and the actual price we charge. This shows what we are offering to the public as far as multiple sibling discounts, free and reduced discounts, and some scholarships. We have given out in discounts \$32,441.00. When you consider that 49% of the county is on reduced or free lunches, then our offering some kind of discount or scholarship is very important. This information has not been showing in the past but is showing now.

In summary our Revenue in 2010 was \$565,278 and \$522,343 for 2009. This is a difference of \$42,935 or about 9% more. The Budgeted Expenditures for 2010 were \$4,355,303.00 and our actual expenditures for 2010 were \$4,136,962.00 for a savings of 8%. So we have reduced expenditures and increased revenue.

E. Other

- We will be having three staff attending the South Carolina Recreation & Parks Association (SCRPA) State Conference meeting from September 12-14 at Hilton Head Island.
- We have been listening and working with the coaches trying to develop some positive steps that we can take to improve our baseball here in northern Beaufort. We recently had a parents meeting and I want to thank Tom for being at that meeting and representing the Board.
- The Voter Registration and Elections will be moving into the Bluffton Recreation Center area. They will be occupying two offices at the Rec Center and also using the center as an election polling site. The plans for that are ongoing and they on moving in sometime this month in order to be ready for the upcoming election.
- Hurricane Update – Pals fulfills a role in the county in the event of a disaster. We are involved in the points of distribution (PODS) and staffing those locations throughout the county. We have about 30 full-time staff. We are also working with the library to see if we can include them in the staffing of these PODS. This way we could do 12 hour shifts for however longer the PODS are needed for distribution and/or assisting in any way we can. We are also working with United Way in conjunction with utilizing their volunteers to provide assistance. We are responsible for warehouse and distribution, along with working with the base to pick up and distribute about 10,000 MREs.

Deputy Director's Report

A. PARD Update

We have completed resurfacing the Boundary Street tennis court, the Dale basketball court, the Scott basketball court, put in a playground at the Bluffton Rec Center, and completed additional fencing at the Bluffton Rec Center. All our projects have been completed. We had some money left over after resurfacing the Beaufort tennis court and have received word that we can use that extra money for some lighting out there. There are two courts there without lights and two courts where the lights need updating. We've gotten two prices for that and are ready to get a third price and should be starting the replacements soon. We also used CIP money resurfaced two courts at Hilton Head. We received word that is more funding this year and will be reporting on that at the next meeting.

B. Buckwalter Regional Park / Soccer Field Project

We sent a request in to Engineering to get that project started. We are using Impact Fees to add a third soccer field to the Buckwalter soccer fields. We will be getting two price estimates—one for regular sod fields and one for AstroTurf with lights. The field will be full size; however, whether it be grass or turf will depend on the price.

C. Oscar Frazier

We are going to add two infields to the soccer fields to give us more of a multiuse field in Bluffton. The traveling baseball teams are increasing and we need more space. We are trying to time it with the completion of the soccer field at Buckwalter so we don't lose the use of a soccer field. We are looking at a completion time of around next year for both.

D. Buckwalter Dog Park

This is a project between the Town of Bluffton and a group that is attempting to raise money to build a two acre dog park on town land. This will be built off of Buckwalter Parkway where you go into the soccer complex on the north side of that entrance road. They have the plans and are just waiting to hear when they are ready to go.

Standing Committee Reports

Cris thanked everyone for volunteering to be on the various committees for the Board. Tom Ertter is the new Chairman of the Program Committee. Michael Manesiotis asked to be removed from this committee. Chuck Culpepper will take William Brown's position as the Military Ex-Officio. The Program Committee has come up with a resolution to staff the fees and charges in November of each year, present the changes in the winter time after the holidays and vet it up to Council so that the fees and charges will be effective in July of each fiscal year. So we will be reviewing the meeting minutes from the two meetings that we have already had, staff them internally and probably have a meeting in the November timeframe for us to bring it to full Board. Then it will be in effect for the next fiscal year. So the fees stand as they currently are until we can go through this process and that will be the process we use from now on.

The question was asked about how the process was going since we revamped the collection of funds for Pals. Cris said there have not been any glitches as we have a dedicated person that is reconciling the bank statements with all the receipts. We have the cash registers in our pools and we have not been short. We were right on target as far as revenues coming in.

QUESTIONS/CONCERNS

Arthur wanted to know where we stood on the Crystal Lake project as it had not been addressed in some time. Cris said that she didn't know for sure, would have to defer the answer until she could find out something for sure. She did mention that it is a rural and critical land use on Lady's Island. Billie mentioned that there was no progress on it. Arthur asked if everything is at a halt because of the expansion of the highway and bridge. Billie said we did have all the land we needed but at the present it was at a standstill. Arthur would like to have an update every now and then.

The question also came up about the status of Fort Freemont. Billie mentioned that it has not been completed but Planning is looking into it. It has come up in Council a couple of times but it has not been finished. Arthur said that Chairman Newton mentioned it a couple of times in Council. In other words he is trying to say that some funds are supposed to be diverted toward several areas, there are a number of requests for specific funds but that nothing is etched in stone yet. It is on the back burner.

Tom mentioned that he read a letter to the editor about a group in Bluffton not being able to use the soccer fields in Bluffton. He was wondering if those issues have been addressed. Cris explained that her understanding was that the fields had not been reserved and that the fields were closed as they were being sprayed for fire ants. The gentleman came in earlier in the day and the process for reserving the fields was explained to him. Since they had not previously reserved the fields, they were asked to leave the fields. Actually anyone who wants to reserve our fields can go online, complete the facility form, get phone numbers in case they have questions, etc. They were there and we did not realize that they had not reserved the fields until we got there.

There was a clarification of the PALS Advisory Board Standing Committees as follows:

FACILITIES	FINANCE	LONG RANGE	PROGRAM
Arthur Middleton, Chairman	Allan Stern, Chairman	Arthur Middleton, Chairman	Tom Ertter, Chairman
Robert Anderson	Michael Manesiotis	Ronald Campbell	Robert Anderson
Terry Dingle		Allan Stern	Chuck Culpepper
Norman Varnes			

MEETING/ADJOURNMENT

Chairman Middleton thanked everyone for attending the meeting. The meeting time and location will still be at 2:30 PM at the Beaufort Industrial Village, Bldg 2 in Beaufort, SC.

The meeting was adjourned at 3:36 PM.