

**Richland County Recreation Commission  
Regular Board Meeting Minutes  
September 16, 2013  
6:00PM**

**Commissioners in Attendance:**

J. Marie Green, Chair  
Barbara Mickens, Vice Chair  
G. Todd Weiss, Secretary  
Wilbert Lewis  
George D. Martin, Jr.  
Weston A. Furgess, Jr.

**RCRC Staff in Attendance:**

James Brown, III  
Kenya Bryant  
Ronnie Kinnett  
Tara Dickerson  
Taurus Lewis  
Andrea Fripp  
Tony Cooper  
David Stringer  
Comilla Sampson  
Marcus Fogle  
Sallie Pierce  
Cornelia Watts

**Others in Attendance:**

James E. Bridgett, Jr., Consultant/Parliamentarian

**1. Call to Order:**

Chair Green called the meeting to order at 6:00pm and welcomed any guests.

**2. Adoption of Agenda: (Action)**

**Motion to adopt the agenda made by Commissioner Furgess and second by Commissioner Weiss. Motion approved unanimously by all members present: Green, Furgess, Lewis, Weiss, Martin and Mickens.**

**3. Approval of Minutes: (Action)**

**Motion to approve the minutes from the July 15, 2013 Regular Board Meeting made by Commissioner Mickens and second by Commissioner Furgess. Motion approved unanimously by all members present: Green, Furgess, Lewis, Mickens, Weiss and Martin.**

**4. Public Input:**

**Mr. Doctor M. Sims**, from the Gadsden Community, brought greetings from the community. He reported that they have seen markers on the property and would like to know when construction will start on the community center. Mr. Sims also wanted to know when the community will be able to come in and see what is going on with the building so that they can give input and also what is the projected completion date.

Mr. Ronnie Kinnett reported that it is about a two year process and RCRC has entered into design contracts. The markers probably indicate that the survey crew has been there, but the actual design of the building has not been done. Mr. Kinnett added that there has been two meetings, one to share information and the other was held to decide where on site to place the building.

Mr. Bryant asked Mr. Sims if he was asking when once we get the design, to meet with the community to show the plan and Mr. Sims advised yes. Mr. Bryant stated that RCRC would do that.

Mr. Sims also requested that the old building be kept there as a restroom area if possible. Mr. Kinnett stated that the decision has not been made yet, but he will take the request the Engineers and Architects to see if it is a viable option. Mr. Kinnett reported that one of the issues is the water resources and what exactly the Health and Environmental Control will let us do with water to the site.

Commissioner Weiss stated that it is always the goal of the Ad-Hoc Committee for the Bond Referendum to meet with the communities and get their input as we go through the process and he will definitely be hearing from us as we get closer to that phase.

**Mr. Hainsley Lewis** from the Crane Creek community, at the request of Chair Green, gave testimony that RCRC delivers on their word and that the Crane Creek community got their gym

and it was finished ahead of schedule. Mr. Lewis thanked everyone who helped and participated in the Back to School Bash. Mr. Lewis reported that it was a success and succeeded all expectations.

**5. Financial Report: (Information)**

Ms. Andrea Fripp, Financial Operations, distributed Cash Flow Chart and Division Report. Ms. Fripp reviewed the chart and stated that the cash balance is higher than projected. Ms. Fripp reported that the month of August ended within budget and all obligations meet. Ms. Fripp stated that upper management maintained tight control over spending and have deferred any large ticket items until we receive our funding in January. Ms. Fripp reported that the independent auditors are currently working on the year end audit and we are waiting on the bond report from the County, which we should receive next week. Ms. Fripp concluded that the audit should be ready for presentation at the October Board meeting.

Ms. Fripp reported that LinRick started out slightly behind because of the rain, however their food sales were up and we look to be on track.

Commissioner Mickens thanked Ms. Fripp for the notes at the bottom of the report.

**6. Bond Construction Update: (Information)**

Mr. Ronnie Kinnett, Property Management, reviewed Bond Construction Updates/Phase Three Projects included in the Board's package.

Commissioner Weiss thanked the Ad-Hoc Committee members for their hard work.

**7. Travel Reimbursement Policy No. 1060: (Action)**

Mr. David Stringer, Human Resources, presented updated policy included in the Board's package. Mr. Stringer pointed out that RCRC per diem has not been updated in ten years and we are proposing to follow the GSA guidelines which have per diems set for every state and the figures are updated annually.

Commissioner Weiss stated that it is his understanding that the Commissioners have never been in this policy and Mr. Stringer explained that the Commissioners have always followed under this policy but it was never actually spelled out, so we are adding the word Commissioners. Mr. Stringer added that travel for Staff and Commissioners is not often but it does happen sometimes for NRPA and SCRPA conferences.

Commissioner Weiss asked if there is any way to track the expenses to see how much it is costing, maybe a year from now. Mr. Stringer reported that these expenses are tracked for budget purposes.

**Motion to approve Policy 1060 as presented by Administrative Staff made by Commissioner Lewis and second by Commissioner Weiss. Motion approved unanimously by all members present; Green, Weiss, Lewis, Mickens, Martin and Furgess.**

**8. Executive Director Report: (Information)**

Mr. James Brown, Executive Director, reported Agency updates as listed on handout to Board.

**9. Other Business:**

Mr. Kenya Bryant, Assistant Executive Director, introduced Mr. Marcus Fogle, the new Executive Director for the Richland County Recreation Foundation.

Mr. Bryant reported that submitting for CAPRA 2016 involves a new master plan which involves hiring consultants and things of that nature. Mr. Bryant stated that they will be working with the Board/AD-Hoc Committee to develop a request for qualifications and try to determine the cost involved. Mr. Bryant added that the last plan was finished in 2012. Mr. Bryant stated that he will be contacting Chair Green about choosing members for the committee consisting of at least two Board members, two staff members, one community liaison and Comilla Sampson and Tony Cooper as advisors. Mr. Kenya added that hopefully we can get a committee in place and work on cost so that it can be included in next year's budget and either be finished or in the middle of the master plan when CAPRA returns. CAPRA visits every five years and the next visit is 2016.

Chair Green asked Mr. Bryant when would he like to start this project and Mr. Bryant stated that by next Board meeting he would like to start choosing the committee.

**Motion made by Commissioner Weiss to go into Executive Session to discuss a personnel matter, second by Commissioner Mickens. Motion approved unanimously by all members present; Green, Weiss, Furgess, Martin, Lewis and Mickens.**

**10. Executive Session:**

**Motion made by Commissioner Weiss to come out of Executive Session, second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Weiss, Furgess, Mickens, Martin and Lewis.**

Commissioner Weiss stated that no votes were taken, only general discussion concerning a personnel matter.

**Motion to adjourn meeting made by Commissioner Weiss and second by Commissioner Furgess. Motion approved unanimously by all members present; Green, Weiss, Martin, Furgess, Martin, Mickens and Lewis.**

**11. Adjournment:**

The meeting adjourned at approximately 7:15p.m.

  
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J. Marie Green, Chair

Minutes approved on this 21<sup>st</sup> day of October 2013.