

**Richland County Recreation Commission  
Regular Board Meeting Minutes  
February 25, 2013  
6:00 p.m.**

**Commissioners in Attendance:**

J. Marie Green, Chair  
G. Todd Weiss, Secretary  
George Martin  
Wilbert Lewis  
Weston A. Furgess, Jr.  
C. Todd Latiff

**RCRC Staff in Attendance:**

James Brown, III  
Tara Dickerson  
Curt Wilson  
Taurus Lewis  
Ronnie Kinnett  
Tony Cooper  
Leigh Cheatham  
David Stringer  
Comilla Sampson  
Cornelia Watts

**Others in Attendance:**

James. E. Bridgett, Jr., Consultant/Parliamentarian  
Karanesha Davis, Intern  
Delonte Faison, Intern

**1. Call to Order:**

Chair Green called the meeting to order at 6:00 p.m.

Tara Dickerson, Division Head Community Services, introduced two interns, Karanisha Davis and Delonte Faison from Benedict College. Ms. Dickerson stated that they are receiving their Recreation and Leisure Services Degree and will be completing 400 hours with the Recreation Commission. Ms. Dickerson stated that they have about one month left and they are doing a great job.

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

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

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

**Motion to approve the minutes of the Regular Meeting on January 28, 2013 made by Commissioner Furgess and seconded by Commissioner Lewis. Motion approved unanimously by all members present; Green, Weiss, Furgess, Lewis, Latiff and Martin.**

**4. Public Input:**

Mr. Wayne K. Adams, President of the Gadsden Recreation Enrichment Committee, stated that he wanted to revisit some things that he spoke about last year. Mr. Adams stated that one thing he thinks can immediately be done is to put up a bigger sign at the road so that it will be easier for people to find the building.

Mr. Brown stated that Mr. Taurus Lewis has taken care of this issue and the sign should be up in the next couple of weeks.

Mr. Adams stated that another concern is a lack of space and he knows that there is a new building coming on line but he just wanted to address this concern with the large senior citizen group having to give up their room in the summer for the kids and the room is so small, sometimes kids have to be turned away. Mr. Adams stated that he understands that this is Phase 3 coming on line and Gadsden is included. Mr. Adams asked that they not be forgotten and that the project is handled expeditiously.

Chair Green asked Mr. Adams if he had anything in mind that RCRC could do to alleviate the problem with the space for the seniors prior to getting the new facility.

Mr. Adams stated that maybe they could be transported to the Adult Center on Garners Ferry Road but he doesn't know how they would react to the idea.

Mr. Brown stated that normally the seniors don't want to leave their environment and we are addressing transportation issues now. Mr. Brown added that we are moving into the third phase and there is a brand new facility for Gadsden and he is asking that everyone be patient.

Chair Green stated that the Richland County Recreation Commission is committed to providing each and every community that we serve with equal opportunity to have access to goods and services provided by recreation, and we are at no point going to do anything that would leave you with the impression that we are not attending to your needs as adequately as we can. Ms. Green added that we are now in Phase 3 and construction of the new Gadsden Community Center is included in this phase and we are looking forward to the new center because we want to see the problem alleviated as well.

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

Mr. Curtis Wilson reported that the Commission received the major portion of its annual funds from Richland County during January and February. The funds received total 79% of our total budget. The projected decline in cash this year is around 11% and that means that it is a strong possibility that the Commission will need a Tax Anticipation Note this December. Mr. Wilson stated that management will take the necessary steps this summer to obtain a TAN if it looks like it is needed. We will have a better understanding of where we are with cash flow this summer.

Chair Green asked "Who are the funding sources for TAN?"

Mr. Wilson responded, saying that we would go to a local bank, wherever we could get the best rate.

Mr. Wilson reported other funding received was a Tri-County Grant for \$1500 from the Foundation to help with activities at the Gadsden Community Center.

Mr. Wilson reported that the budget process is in full swing and we should have our first draft within a couple of weeks. Dates of importance regarding the budget process are: March 21 Annual Budget Meeting with County Administrator & Council Representatives, May 10 funding request due to County Budget Department, May 30 the second reading of the Budget and June 6 the third reading and adoption of the County Ordinance. The first reading is May 7, which is before we turn in our request.

Mr. Wilson reported that LinRick had a great month in January with rounds being the highest in seven years. The total revenue for the year is 8.4% over last year this time. Net assets did drop during January because of LinRick's portion of OPEB which was over \$38,000.

Commissioner Weiss asked, "How many full time employees are at LinRick?"

Mr. Wilson answered, "Six, we have a vacancy that we have not filled."

Commissioner Weiss stated that when you say cash is down 11%, that is on a cash flow basis and we have no reason to believe that the County will not make it up later in the year.

Mr. Wilson made a clarification saying that our projected ending balance for cash this year is going to be 11% lower than what we started the year with and I don't see County making it up.

Chair Green asked Mr. Wilson if he thinks it is because of the new facilities. Mr. Wilson stated that it is a combination of things; a lot of repairs that had to be done, new facilities opening that we have not been able to get the funding for, those type of things.

Commissioner Latiff asked, "Have we ever worked on getting a Tax Anticipation Note before?"

Mr. Wilson answered, "Never had one, in my time here. I don't think we have ever had one."

Commissioner Latiff asked, "Is that an issue that needs to go before County Council for approval or does the Commission have the ability to seek that TAN?"

Mr. Wilson replied, "We can seek a TAN. We do not have to go to County Council for that."

Chair Green, "So Richland County Recreation Commission goes out using its own credit and gets a loan from a bank for example, are the taxes and interest exempt?"

Mr. Wilson, "No it is just a short term loan, it's like a bridge loan that gets us through December and it is paid off in February."

Chair Green asked Mr. Wilson if he anticipated that things would be much better in February and Mr. Wilson stated that not if we don't receive additional funding to cover the new operations that are coming on line.

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

Mr. Kinnett, Property Management, reviewed the Bond Construction Updates included in the Board's packet.

Mr. Kinnett reported that as far as Phase Three goes, the mandatory Pre Request for Qualifications Submittal meeting was held for Construction Management Services on February 12, 2013 at 2:30 and the request for qualifications are due back tomorrow by 3:00p.m.

Chair Green reported that she had received inquiries from the Gadsden community in regards to not being able to see their project on the internet.

Mr. Cooper explained that the reason the project is not on the internet is because we need to go through the process of selection of the Construction Management

Group and then the Architect. Once they have been selected, then we will get into the project list. The projects will be posted on the website as we work them.

Chair Green indicated that she also received inquiries from the Cross Roads requesting that consideration be made to adjust the staff's schedule to coordinate more with the community.

Mr. Brown stated that we are in the process of doing that right now.

#### **7. Social Media Policy: (Action)**

Mr. David Stringer, Human Resources, reviewed the Social Media Policy included in the Board's packet. Mr. Stringer explained that due to the growing use and popularity of social media, as such management felt that there was a need to educate our employees regarding responsible use of social media and especially how it relates to their employment with RCRC. Mr. Stringer reported that the policy has been reviewed and approved by the RCRC labor relations attorney. Mr. Stringer added that the main purpose of the policy is to educate staff on what would be appropriate or inappropriate post on social media and it also applies to the Board of Commissioners.

Commissioner Weiss asked if the policy was modeled after anything or did we come up with this on our own. Mr. Stringer stated that we did take some things from the State Policy and the Budget and Control Board.

Commissioner Weiss noted that needless to say that this not only applies to at work, but what they are posting after work. Mr. Stringer indicated that this is right.

**Motion made by Commissioner Latiff to adopt the Social Media Policy dated February 25, 2013 Human Resources Policy No. 179 second by Commissioner Furgess. Motion approved unanimously by all members present: Green, Latiff, Furgess, Martin, Lewis and Weiss.**

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

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

**9. Other Business:**

None

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

**10. Executive Session**

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

Commissioner Weiss stated that there were no votes taken in Executive Session.

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

**11. Adjournment:**

The meeting adjourned at 7:00 p.m.



J. Marie Green, Chair

Minutes approved on this 18<sup>th</sup> day of March 2013.