

**NORTH CARROLL RECREATION COUNCIL
PROGRAM MEETING MINUTES**

January 13, 2021 – 8:00PM – Via Zoom

I. Meeting Attendance:

Executive Board Members: A. Kiler, T. Leatherwood, J. Lettau, J. Miller, G. Penczek, H. Sprinkle, R. Wagner

Members: M. Artista, M. Grastorf, J. Otto, T. Stecher, M. Strohman, C. Yowell

CCRP: B. Kishter

II. January 2021 Program Meeting: Meeting is Called to Order by President Kiler at 8:05 p.m.

III. December 2020 Program Meeting Minutes: Motion to Approve – JL & GP

IV. December 2020 Treasurer’s Report: Motion to Approve – JL & HLS

07/01-12/31/2020:	Receipts:	\$285,655.74
	Disbursements:	\$292,932.66
	Net Disbursements:	\$ -7,276.92
12/31/2020:	Assets:	\$367,611.30

Additional Notes from the Treasurer:

- 1099s go out this week to any paid coach, etc.
- Disbursements from Stone Alley will be posted this week. RW confirmed the monies are at BB&T
- Reminder that no program fees will be collected until January 2022.

V. January 2021 Community Coordinator’s Report: Maria Artista

- Maria remains a contact and liaison as needed. CCRP remains in charge of UOFs. All requests have been forwarded to CCRP. Keep sending to Maria. She is keep a log in the event she gets the responsibility returned to her.
- Still only approved for outside field use at schools due to COVID restrictions; will update
- All gathered usage for NCHS has been provided to CCRP who in turn passed it along to the new owners of the property so they can plan for future use and needs.
- Regarding the Electronic Newsletter sent out by Lisa Carroll bi weekly:
 - For 01.31.2021, look for the e.mailed request on 01.17.2021; info due to Maria on 01.21.2021
 - For 02.15.2021, look for the e.mailed request on 02.06.2021; info due to Maria on 02.10.2021

VI. January 2021 Parks and Rec Report: Becky Kishter

(The Secretary wishes to thank B. Kishter for providing her report, much of which is the text below)

- VOY & Hall of Fame program is now online; plaques are in the process of being mailed out or picked up at Department.

- Department's contract for background checks expires Feb '21; currently in the bidding process to award a new contract.
- Background checks are being handled internally by Department staff as mentioned last month. <https://carrollcountyrecreationandparks.quickapp.pro> The best way to reach us is ccrecvolunteer@carrollcountymd.gov Approved list is available on our website.
- New Changes for Volunteers:
 - a volunteer isn't approved until they complete the process by sending a picture for them to receive their ID
 - all volunteers must now sign a waiver/release (per County Attorney). It is being incorporated with the online background check site. Anyone not required to complete the online background check must complete a form and submit it to the Department (field maintenance, leading adult programs, park improvements, those fingerprinted, etc).
 - Please be diligent and make sure all volunteers are displaying the proper badge and have completed all required steps in the check process.
- L. Carroll forwarded the annual donation letter and tax-exempt number for purchasing; be sure you've received it from M. Artista.
- Callie has sent out requests for spring field and pavilion usage. Please complete your request and submit it to B. Kishter.
- Carroll County continues to operate under a state of emergency. For R&P, the recommendation is ten (10) people or less, including coach/instructor. All Department programs are running with ten (10) people total (this includes the instructor). This is not the 25 maximum that the State strongly suggests. CCRP wants to be a good example and show the Commissioners best practices.
- Reminder that Councils wanting to hold a summer camp must do so through CCRP. If you've not already contacted L. Carroll about your intent to hold a summer camp, please do so. The deadline for the Camp Guide has passed, but your information can still be placed in the Summer Program Guide.
- FoCRP has its next meeting on January 27, 2021. This is a virtual meeting.
- Self-Help applications are due no later than February 10 to Will Brozy at wbrozy@carrollcountymd.gov (please do not send to Lisa). All Self-Help applications should be submitted by February 1, 2021 to A. Kiler, NCRC Executive Board President, for review. For additional details, please see the e.mail sent on January 12, 2021 to programs by President Kiler

VII. January 2021 President's Report:

Old Business:

- COVID-19 Update: None at this time. We will update programs as needed.
- Health Checks: Completed for 2020
- NCHS – Be sure your usage is turned in to M. Artista so the new owners have an accurate report

New Business:

- Tax Exempt form has been distributed to all coordinators and can be found in a January 8, 2021 e.mail sent by President Kiler.
- Please be sure all lock and combination information is submitted to Matt Decker at mdecker@carrollcountymd.gov
- Background checks – See information above
- Newsletter information needs to be forwarded to D. Wunder by January 27, 2021. Programs must ALL respond – yes, with info or no, not providing info.

- By-law update: The Executive Board wants programs to operate as freely as possible. That said, there are times information needs to be shared with the Executive Board before any action is taken. The following additional text will be added to the Responsibility of Program Coordinator section of the NCRC By-Laws. ““If any program makes the decision to cancel an upcoming season, or end an active season prematurely, the Executive Board shall be notified for approval before any communication is made or actions are taken”

VIII. Committee Reports:

- Fields – Chuck Harris (Not Present) – No report was given.
 - Discussion was had about the trees planted at Willow Street Field. It was determined that President Kiler would call the school. The trees have been damaged and are unsightly.
 - R. Wagner asked Spring Programs to give two weeks’ notice if spot-a-pots were needed at fields.
 - NCRC is requesting earlier access to fields. Current field use date is March 15, 2021. Stay tuned.
- Grievance – None to report
- Membership: 1,799, up from 1,795 in December
- Publicity – See Community Coordinator’s Report above

IX. January Individual Program Coordinator’s Report: (Programs in bold presented/sent reports.)

NCRC Sponsored		NCRC Member Sponsored
1. Manchester Baseball 2. Manchester Wrestling 3. NC Hotshots Softball 4. NCSC Soccer 5. NCRC Field Hockey 6. NCRC Lacrosse (Boys) 7. NCRC Lacrosse (Girls) 8. GONZO Lacrosse 9. NCRC Basketball 10. Camp: Hooked on Hoops Basketball	11. Colts Football and Cheer 12. Striking Cobra (Martial Arts) 13. NCRC Tennis 14. NCRC Golf 15. NCRC Adult Volleyball 16. NCRC Youth Volleyball 17. Summer Playground 18. Accelerators Track and Field	19. NCRC Yoga 20. Diamond Baseball Academy

X. Open Discussion - None

No other discussion was offered. President Kiler wished everyone a good New Year and said he hoped the year ahead would hold more good than bad for all. He then motioned to adjourn the meeting.

XI. Adjournment: The meeting was adjourned at 8:58 p.m. (JL & TL)