



Gates Recreation and Parks Commission Meeting January 9, 2018



Those in attendance:

Commissioners:	Rhoda Ride	Steve Murphy
	Eileen Andrews	John Unson
	Brom Bianchi	Greg Westbrook
	Rob Keister	
Director:	Dan Hoock	
Liaison:	Chris DiPonzio	

The meeting was called to order promptly at 6:42 PM by Rhoda Ride. Rhoda wished everyone a happy new year and thanked Valerie for bringing treats for the meeting.

The minutes from the November meeting were reviewed. A motion was made by Greg Westbrook and seconded by Eileen Andrews, to accept the November minutes. The vote was unanimous to accept the minutes.

Financial Report:

The December financial report was distributed to the Commissioners. Dan Hoock shared that he had met recently with members of the town financial office to get direction on how to make the financial report more detailed and specific. He shared that he was accustomed to a more detailed report to track expenditures and asked for input from the Commissioner on how they felt. Extensive discussion followed with these specific ideas shared:

- specific details should be listed as to what monies have been spent
- no specific computer program was suggested, but if an Excel spreadsheet worked, that would be an option
- it would be helpful to have expense information listed, especially for programs such as Star Camp, which appears to have a very generous budget, but yet sometimes exceeds the budgeted monies listed.
- it would be helpful for program planning if the budget sheets included all costs, such as equipment costs or maintenance fees (e.g. - pickle ball courts and whether or not they are ADA compliant.)

Dan shared that he would be meeting with Art Plewa pertaining to a discussion/explanation of exactly what budgeted monies are already scheduled for programming for 2018, and for a more specific budget breakdown. That information will be shared with the Commission at the February meeting. Several of the Commissioners offered their help to Dan related to budgetary questions. A motion was made by Greg Westbrook and seconded by Steve Murphy to table the approval of the December financial report till the February meeting. The vote was unanimous to table this report.

Policy Manual:

Rhoda Ride shared the discussion of the Policy Manual is tabled indefinitely. Chris DiPonzio agreed this would be a good idea as there are far more pertinent concerns that need to be addressed. Dan Hoock asked for input from the Commissioners on the subject of *"leisure allowance?/program costs for families of full-time staff."* Extensive discussion took place on this topic. Highlights of that discussion are as follows:

- is there a fair and equitable way of offering this option to staff members?
- how would this benefit be tracked and accounted for?
- would trips be included under this policy?
- if this option is offered, would all the town employees be eligible?
- would this include only full time employees, or would part-time employees also have this same opportunity?
- the current statement wording must be updated and clarified as to the specifics covered under this benefit.

Discussion took place related to the understanding of the use of comp time. Many options and opinions were offered. The discussion of flex time and how it might be introduced and utilized was covered, and Dan thanked everyone for their input. He also shared he understood this was his responsibility to make the changes necessary to have this concern addressed.

Data Report:

Dan Hoock asked for input related to the current information given to the Commissioners prior to the meetings, and whether or not it can be modified or distributed via email. Following a brief discussion, it was decided the paperwork would remain the same and Rhoda Ride asked that it continue being delivered to the Commissioner's homes the Thursday before the meeting.

Upcoming Events:

Dan Hoock shared information about the following upcoming events:

- **Sweetheart Dance** - Dan handed out invitations to the Commissioners. He shared that Cindy Briggs was handling most of the details of this event. A brief discussion followed on what a nice community event this was.
- **Easter Egg Hunt** - Dan shared that he had met with the staff at TSE today to verify what arrangements have already been made. He also shared that entertainment had not yet been selected, but asked for input from the Commission concerning this. Following a brief discussion, it was decided that better gift options for the egg hunt should be considered, also possibly a special prize (e.g. - golden egg) should be considered as this is the 50th anniversary of this event, and face painting will be done by the GC baseball team. More discussion about this event will be slated for the February Commission meeting. Rhoda Ride shared that the Commissioners will support this event, and will volunteer wherever help is needed.
- **Volunteer Brunch** - Rhoda Ride shared what the premise of this event was, and discussion followed on who would be invited, what the menu would include, the venue where it is to be held, and options for gifts (e.g. - Rhoda shared a small pad w/calculator as a possible idea.) A listing that was put together from the October Commission meeting was shared on whom to invite to this event. Discussion followed on this information. Dan shared, "*if the department was fostering a relations with any of these groups, they all needed to be invited.*" Discussion continued. It was decided to table further discussion of this topic until the February meeting.
- **Summer Celebration** - Dan asked for input from the Commission on what they feel this event should include. Extensive discussion followed on what has happened in the past, and what options might be considered in the future. Rhoda Ride mentioned she felt strongly that community groups should be invited to participate at this event, and that the groups would be responsible for getting sponsorship if they chose to sell food. She also mentioned that a name change of the event might be considered. Dan asked for suggestions on bands, and extensive discussion took place on options for that. Other input on this event included having more options for food available, modifying the layout of events, parking (maybe offering a shuttle bus from distant parking areas), offering more options for children to participate in, and possibly having more golf carts available for use. Dan will follow up on these suggestions and report at the next meeting.

Rhoda Ride asked if Dan had any information on the upcoming NYS conference to be held in Syracuse on April 15-17? She explained there was a timeline on the paperwork that needed to be filled out and shared with the Town Board for approval. Dan will follow up on this and get back to the Commission as soon as possible.

Rhoda Ride shared information about the renaming of the Westgate Park to be the "Robert Abbott Park at Westgate." Discussion followed on this topic, and Rhoda shared the information of how this suggestion was made. Rhoda has the resource and contact information pertaining to this project. Dan will touch base with Rhoda to follow up on this project.

Rhoda Ride shared that Brom Bianchi's term of office with the Commission remains active and in June, 2018, his term will be renewed along with John Unson's. Brom's term will then go through until June, 2024 and John's will go through till June, 2025.

Trips:

Dan Hoock asked for input from the Commissioners on how they felt trips sponsored by the Department should be run? Extensive discussion took place. Highlights of this discussion are as follows:

- Dan shared that Art Plewa would like a written policy to be in place related to trips sponsored by the Department
- consideration should be given that trips be arranged through outside commercial transportation companies and that the Department would just be responsible for advertising and registration.
- trips should be cost effective and fees charged should cover those costs.
- clarification needs to be made and supported related to staff members chaperoning trips.
- there would still be an additional fee charged to non-Gates registrants.

Dan will follow up on these suggestions and report back to the Commission at a later date.

Dan Hoock shared an additional sheet of information for the Commissioners to review. This sheet included information and ideas that Dan compiled related to programming options for the Department. Rhoda Ride shared that in the past, a great deal of focus has been placed on youth programming and very few offerings were made for adults. She encouraged Dan to consider more options for adult programming that would be pertinent, interesting and meaningful. Rhoda mentioned that she felt strongly if interesting options were offered to adults, that programming would be well supported. Chris DiPonzio suggested the Commissioners bring suggestions for programming to the February meeting for discussion.

Park Shelter Fees:

Dan Hoock asked for input from the Commission related to this topic. Due to the lateness of the hour, it was decided to table this discussion for the February meeting. Rob Keister did share his concerns related to the grounds damage done at Memorial Park when

the band shelter was built. Rob expanded on what areas were damaged (deep truck ruts) and that he felt the contractors should be responsible for the repair. A brief discussion followed. Dan will follow up on this concern and report back at a later date.

Rhoda Ride asked that nominations be made for the election of officers for 2018. Eileen Andrews made a motion that the officers remain unchanged for 2018. This motion was seconded by Steve Murphy. The vote was unanimously passed. The officers for 2018 will be Rhoda Ride as Chairperson and Greg Westbrook will be Vice Chairperson. Park assignments will be the same for 2018. They are:

Memorial Park	-	Rhoda Ride and Chris DiPonzio
Wegman Road Park	-	Rob Keister
Westgate Park	-	Greg Westbrook and Steve Murphy
Town Park	-	Brom Bianchi and Greg Westbrook
Lions Park	-	Eileen Andrews and John Unson

Meetings will remain the second Tuesday of the month. The dates of the meetings will be: 1/9; 2/13; 3/13; 4/10; 5/8; 6/12; 9/11; 10/9; 11/13 & 12/11.

Action Items for Dan Hoock for next meeting:

- * Information on the NYSRPS Conference for registration - Conference is April 15-17 in Syracuse
- * Entertainment for the upcoming Easter Egg Hunt
- * A selection of bands that have responded to inquiries for the Summer Celebration
- * Dan asked the Commissioners review the program assessment sheet handed out and bring their input to the next meeting.

Good of the Order:

- Steve Murphy - Congratulated Dan on his new position and welcomed him to the department
- Brom Bianchi - Congratulated Dan on his new position and wished everyone a happy new year!
- Chris DiPonzio - Welcomed Dan to the Department and shared he was happy to be working with him.
- John Unson - Congratulated Dan on his new position and mentioned the baseball team was holding a fundraising breakfast on Jan. 20 at the 585 Burger Bar restaurant on Pixley Rd., 8:30AM & 9:30 AM - cost \$6/person.
- Dan Hoock - Thanked the Commission for being so welcoming and candid with him
- Eileen Andrews - Congratulated Dan on his new position and congratulated Steve Murphy on his recent retirement.
- Rhoda Ride - Congratulated Dan on his new position and offered to help Dan in anyway she can
- Valerie Young - Welcomed Dan to the Department and wished everyone a happy new year.
- Greg Westbrook - Welcomed Dan to the Department and mentioned there was an upcoming euchre tournament Saturday night.
- Rob Keister - Mentioned he was hearing impaired and that he was appreciative that the meeting was in the conference room as he can hear better in smaller areas. He also welcomed Dan to his new position.

Rhoda Ride mentioned the monthly meeting minutes are usually posted on the department's website, but she had looked for them recently and was unable to locate them on the website. Dan will follow up on this question.

A motion was made by Rob Keister and seconded by Eileen Andrews the meeting be adjourned. The meeting was adjourned at 8:47PM. The next meeting is scheduled for Tuesday, February 13 at 6:30 PM.

Respectfully Submitted,

Valerie Young
Recording Secretary