

Meeting Minutes are considered draft until formally approved by the board of directors

Spring Hill Recreation Commission



Members in Attendance: (X) Troy Mitchell, (X) Matt Troup, () Vacant – City Appointee, (X) Jared Kosberg, (X) Shelly Coats

() City Council Liaison, () School Board Liaison

Staff Members in Attendance: (X) Brian Peel, (X) Marie Haney, (X) Wes Squire, (X) Jake Moore, () Nick Forbes, (X) Jessie Ratliff, () Colton Hamilton

Date of Meeting: July 14, 2021

Meeting Time: 6:00 pm

Type of Meeting: Board Meeting

- The meeting was called to order by Mr. Mitchell at 6:03 pm.

➤ **Approval of the Agenda**

- There was a change to the agenda to add board elections to action items.
- Ms. Coats moved to approve the agenda. Mr. Mitchell seconded the motion. Approved 3-0-0.

➤ **Citizen Participation**

- Mr. Kosberg joined the meeting at 6:07pm.
- No citizen participation

➤ **Consent Agenda**

- Mr. Mitchell inquired about the ball field maintenance being over budget. Brian and Marie explained that part of the maintenance shed extras were taken out of those account line items.
- Mr. Kosberg moved to approve the consent agenda. Ms. Coats seconded the motion. Approved 4-0-0.

➤ **Action Items**

○ **FY2022 Official Publication 2022-01**

- Mr. Kosberg moved to approve Official Publication 2022-01, with the correction date to 2022. Mr. Mitchell seconded the motion. Approved 4-0-0.

○ **FY2022 SHRC Board Meeting Schedule 2022-02**

- Mr. Kosberg moved to approve the SHRC Board Meeting Schedule 2022-02. Mr. Mitchell seconded the motion. Approved 4-0-0.

○ **FY 2021 GAAP Waiver 2022-03**

- Mr. Kosberg moved to approve the FY2021 GAAP Waiver 2022-03. Mr. Mitchell seconded the motion. Approved 4-0-0.

○ **Board Elections**

- Mr. Kosberg nominated Mr. Mitchell to be chair, Mr. Mitchell nominated Mr. Kosberg to be vice-chair, and Mr. Mitchell nominated Ms. Coats as secretary.
 - Mr. Mitchell was elected chair 4-0-0.
 - Mr. Kosberg was elected vice chair 4-0-0.

- Ms. Coats was elected as secretary 4-0-0.

➤ Discussion Items

○ Employee Handbook – First Draft

- Brian went over the anticipated schedule for the review and approval of the 5 policy book revisions. It was noted that the handbook revision was done in close cooperation with Outright HR. Marie noted that voting leave, parental leave, military leave, and domestic violence leave policies are all new. Other new additions include the remote working policy. Several sections were condensed including social media, and code of conduct. Board had discussion for clarification on the parental leave and the bereavement leave. There was also a change in the holiday schedule, increasing from 10 to 12 holidays. This was discussed in great detail by the board.

➤ Staff Reports

○ Director's Report & Discussion Item

- Diana Roth gave an update on the property on Webster St. Construction is underway with the earliest possible occupation being around October. The maintenance shed is on schedule, budgets have been difficult with the difficulty to source and the expense of materials. The project is still on schedule to be completed by the end of the summer. Brian met with the asphalt expert to go over parking lot asphalt/resurfacing. Brian will be putting together an apparel order soon for board members. Marie is currently searching for a new HR software. Brian will be looking into a staff/board outing to the KC Royals.

○ Sports Report

- Baseball and softball went very well. Jake is working with a couple of local individuals to have an app coded to provide users access to a game scheduling system that is user friendly. Tackle football will begin this fall. Flag football camp in August has had great registration. Indoor sports will be available again this fall/winter as of right now. Jessie and Jake are working on adding adult and senior field trips. They have also rescheduled the Mario Kart and Nerf Wars for this fall.

○ Events

- Track meet has been rescheduled again. Guys Night Out is coming up on July 31st to Sporting KC game. Yoga is still successful. Water Wars is happening again this summer.

○ Marketing

- Marie has added a CIP page to the website. The maintenance photo shoot was a hit. Brian will be wrapping up the podcast for the summer.

➤ Correspondence and Chairperson's Report

- N/A

➤ Executive Session to Discuss Non-Elected Personnel

- Executive session with the board, Diana Roth, and Marie.
 - Mr. Kosberg moved to go into executive session from 8:30pm to 8:45pm. Mr. Mitchell seconded the motion. Approved 4-0-0.
 - Mr. Kosberg moved to go into executive session from 8:45pm to 9:00pm. Mr. Mitchell seconded the motion. Approved 4-0-0.
 - Mr. Kosberg moved to approve an 11.3% increase of Brian Peel's salary. Mr. Mitchell seconded the motion. Motion approved 4-0-0.

Adjournment: Mr. Kosberg moved to adjourn the meeting at 9:05pm. Mr. Mitchell seconded the motion. Approved 4-0-0.