

**West Carroll Recreation Council**  
**Meeting Minutes**  
**November 13, 2017**

**Members Present**

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|---------------------|------------------|-----------------|
| • Heather McKenzie  | • Kevin Cornick  | • Brian Clinton |
| • Penny Rockwood    | • Shannon Marble | • Melissa Lease |
| • Sandy Sullivan    | • Carlos Felicia | • Tanya Blevins |
| • Jenifer Patterson | • Jay Wantz      | • Loren Lustig  |

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**Meeting Call to Order** – By President, H. McKenzie at 7:03 pm.

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**Previous Months Minutes** – October 2017 Meeting Minutes reviewed, no quorum to approve.

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**Presidents Report** – H. McKenzie President, reported:

- P. Rockwood attended FOCRCP on behalf of WCRC.
- Attended Volunteer of the Year awards ceremony. Congratulations to J. Wantz who won for WCRC and received plaque. CCPR also honored first lifetime achievement awards.
- Was proud to watch FSK Lady Eagles state regional field hockey game, many players came from WCRC.
- Heather - county publishing next quarterly newsletter in January, information must be in by December. Programs should include information by sending to P. Rockwood.
- Working with Bonfire Girls and Chargers Softball to get them set up. R. Leishear reported that bank account with WCRC was ready to go. S. Sullivan responded that account is open but no one has contacted her to sign a signature card. H. McKenzie will check with R. Leishear on this. Bonfire Girls did reach out to her. S. Sullivan will talk with the person at Westminster bank branch and see if they added her and she will sign. Heather to follow up.

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**Treasurers Report** – S. Sullivan reported:

- Refer to Treasurer's report for detailed accounting.
- Received a thank you card from scholarship winner, Luke Luckenbaugh.
- Ending balance was \$32,215.59, income \$2,990.00, expenses of \$2,657.81 with an ending balance of \$32,547.78.
- Outstanding item is she is waiting to pay county and council fees for fall baseball. S. Sullivan asked B. Clinton to remind J. Griffin to send the roster to her.

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**County Rep Report** – L. Lustig reported:

- The death of Bruce Dutterer has made things a bit chaotic for Loren. He apologizes and is working to get caught up on any outstanding matters.
  - Tax fee of \$700 paid to IRS due to a filing mistake has been returned and therefore discussion about taking a % of funds out of incoming donations to pay for more filing help is no longer relevant.
  - The CCPR Winter program Guide is out.
  - Volunteer of the year event held prior week was best yet. Protocols for life achievement award nominees for the next 2 years, is 5 people will be maximum, after that only 3 people will be honored per year.
  - On December 5th, Loren will be playing Santa, please ask volunteers to join them. 5-9 free dinner. A major pickle ball tournament will be held at the South Carroll Senior Center, weekend of Thanksgiving. First one at North Carroll raised over 3,000 for Carroll County veterans. There will be a Christmas dance at Carroll Springs on 12/1.
  - Therapeutic Rec council small but important, Debbie Gemmill in charge, only one person, please support however you can.
  - Snow emergency plan, please remind programs again what the plan is!
  - Loren having surgery on 12/19/17.
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**Area Coordinator Report** – P. Rockwood reported:

- FOCRCP meeting held on 10/24, they will hold elections in January 2018 and new board takes over in July 2018. There will be several new community coordinators and new president of Charles Carroll Rec Council who was a past president of that council have been installed.
- Advised from FOCRCP meeting that if programs have their own 501c3 tax identification, they cannot be incorporated and still be sponsored by a recreation council.
- She attended the Volunteer of the Year Award program and congratulations to Jay Wantz of FSK Junior Eagles Basketball who was the WCRC winner.
- She submitted the July and August WCRC program information reports to CCPR and is currently working on submitting for September and October.
- She has the keys to the NWMS building for basketball, there are some small issues that need to be solved such as getting the parking lot lights on, stock of cleaning supplies etc.
- Answered questions for Bon Fire Girls about using meeting space at the Bear Branch Nature Center. L. Lustig advised he has a key to Bear Branch Nature Center and can help with Bon Fire Girls access for meetings.

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**NW Liaison Report** – K. Cornick reported:

- K. Cornick asked about email from county asking for funds for turf fields. Can someone forward to him. H. McKenzie said the county commissioners are funding it in the North Carroll area, are going to generate revenue, and so must rent space. Commissioners have come up with 50% of the funds and hoping that remainder will come from donations. Field and infrastructure will also be included. Maintenance fee is expensive upwards of \$50,000. Life expectancy of the field is 10 years. North Carroll Rec Council will not be the home council that will schedule usage. Scheduling will be through recs and park.
- New Windsor Planning commission talked about a plan for turf fields. Plans have been out for public viewing. Goals were to have fields, soccer, baseball etc. open to host teams from all over and other areas of the county. Their plan is to have WCRC be the home organization that would do scheduling.
- Each year town of NW has a shadow day where middle school kids participate in the town council meeting, shadow the members. Many of the kids are kids who participate in WCRC.
- K. Cornick did advise the town council that the WCRC is looking for a new treasurer.

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**UB Liaison Report** –S. Marble reported:

- Told the UB town council that WCRC is looking for a treasurer.
- UB also did a day with the mayor, where on kid spent the day shadowing the mayor.
- There has been no feedback given on the community restrooms at the center yet. She will update when she knows something.
- UB town doing a house decorating contest for holidays.
- The UB Newsletter has been updated with WCRC information that she received from programs.

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**Communication Committee** – No report.

- H. McKenzie reported that that the communications committee will put together an outreach plan for recruiting people to fill board spots for 2019.

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**Program Reports** – Post Season field hockey report moved to December 2017.

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**Old Business** – H. McKenzie reported:

- Slate for 2018 WCRC board is: Treasurer Open, Secretary, Jenifer Patterson, Vice-President, Brian Clinton, NW Liaison Kevin Cornick, Union Bridge Liaison, Shannon Marble, President, Heather McKenzie and Taneytown Liaison, Jay Wantz.
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- Communications Committee will put together outreach to start recruiting people to fill spots for 2019.
- J. Wantz arrived late to make a quorum and board slate was approved, all in favor.

**New Business –**

- J. Wantz asked about concussion paperwork, can basketball program do only one form signed by both parent and player or one form with all parents and all players. Can have it online registration and put all in there and are covered. Was given approval for use of one form.

**Wrap Up/Announcements –** Next meeting scheduled, Monday, December 11, 2017 at 7:00pm.

**Adjourn –** J. Wantz proposed adjourn, S. Marble second. Meeting adjourned at 7:55pm.

*Respectfully Submitted – 2017 WCRC Secretary Jenifer Patterson*

<b>Follow Up Items</b>	
<b>WHO</b>	<b>WHAT</b>
Softball	Pre-season softball report not submitted for March 2017.
Baseball	Report back on insurance coverage for tournament.
Baseball	Submit Fall 2017 roster to S. Sullivan so she can pay the county fees.
Chargers Softball, H. McKenzie, S. Sullivan	Work out bank account so S. Sullivan can be on signature card.
Field Hockey	Post season report to be submitted at December 2017 meeting.
P. Rockwood	Advise Bonfire Girls that L. Lustig has keys to Bear Branch Nature Center and can help with meeting access.
All programs	To submit program information to P. Rockwood for CCPR eblast going out in December. Information due to county on 12/22.
All programs	Remind participants of snow emergency plan in advance of activities.
Communications Committee	Outreach plan for recruitment for 2019.
H. McKenzie	Organize discussion and lesson learned summary on basketball merger.