

Present (in person): Mike Eykyn, Ron Bailey, Chris Burgess, Anthony Gibbs
Absent (unexcused): Eric Jackson

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 6:30PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** Mr. Gibbs gave the invocation and led the Commission in the pledge of allegiance.
- III. **Public Comment:** Mr. Josh Singleton announced that he has officially assumed the role of Director of Community Outreach.
- IV. **Approval of the Minutes:** Mr. Gibbs made a motion to approve the minutes of October 24, 2024. Mr. Bailey seconded the motion. The motion passed unanimously.
- V. **New Business:** Mission and Vision Policy - The policy was updated to facilitate its integration into the digital onboarding process. Mr. Bailey made a motion to approve the updated policy. Mr. Burgess seconded the motion. The motion passed unanimously.
- VI. **Financial Reports:** Mr. Gibbs made a motion to approve the October 2024 financial report. Mr. Bailey seconded the motion. The motion passed unanimously.
- VI. **Executive Director's Report:** Ms. Klugman was not in attendance due to a family event but Ms. Collins-Gray announced that the Annual Holiday Party will be held on Saturday, December 14th. Invitations will be sent out shortly, and members who have not RSVP'd are requested to notify Ms. Collins-Gray regarding their attendance..
- VII. **Department Reports:**
 - A. HR / Finance: Progress continues on digitizing files and photos as part of the onboarding process.
 - B. Recreation Report: Ms. Collins-Gray reported that the annual Tree Lighting event is scheduled for the evening, basketball practices have begun with games starting in the new year, and Winter Break Camps are planned for the end of the month in both the Programs and Tennis Departments. Work is also ongoing on the Camp Brochure, and several budget meetings have been held.
 - C. Operations Report: Mr. Stefan noted that he has completed winter sponsorship efforts and is updating computers and monitors as part of the replacement plan.

D. Family Fitness Plus Report: Operations are running smoothly except for the pool, which requires urgent maintenance repairs. Plans to renovate restrooms following gym upgrades are also being considered.

VIII. Department Proposals: FFP New Year Promotion will be (Jan 1 - 4) - \$19.99, (Jan 5 - 30) - \$29.99. Family Membership (Jan 1-4) - \$49.99, (Jan 5-30) - \$59.99.

IX. Unfinished Business:

A. Forest Lakes Greenbelt Project: Ms. Collins-Gray noted that TJ Hrobota, formerly of the Forest Lakes Civic Club, has assisted with the resubmission of the demolition permit, and progress is anticipated.

B. Forest Acres Improvement: Almost done!

C. Volunteer Park Lighting Project: The old poles have been removed, and new poles are scheduled for installation next week.

X. Adjournment: The meeting was adjourned at 7:12 PM following a unanimous vote by the Commission.