

Present: Mike Eykyn, Anthony Gibbs, Chris Burgess, Eric Jackson

Absent (excused): Ron Bailey-absent

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 7:08 PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** Mr. Jackson gave the invocation and led the Commission in the pledge of allegiance.
- III. **Public Comment:** None
- IV. **Approval of the Minutes:** Mr. Burgess made a motion to approve the January 26, 2023 minutes. Mr. Jackson seconded the motion. The motion passed unanimously.
- V. **New Business:**
 - A. **Policy Revision Section 2 Policy (Harassment)** Mr. Burgess made a motion to approve the Policy. Mr. Jackson seconded the motion. The motion passed unanimously.
 - B. **FYE June 30, 2024 Budget:** Ms. Klugman noted that the large HVAC system at the gym needs to be repaired and will cost \$100,000. Additionally the gym roof is still leaking and the current replacement cost will be approximately \$130,000 to replace. The Commission has directed the Executive Director to ask the County Council for a 2.0 mill increase. The Executive Director will amend the budget and send the revised copy of the budget to the Commission via email.
 - C. **Hall of Fame Nominations:** The staff will have nominations at the March Commission meeting.
- VI. **Financial Reports:** Mr. Gibbs made a motion to approve the Financial Reports. Mr. Burgess seconded the motion. The motion passed unanimously.
- VII. **Executive Director's Report:** The staff would like to ask if we could move the meeting earlier. Ms. Klugman will email commissioners the question and ask for feedback to see if this is possible. It was noted that Google Meet will always be an option for Commission Meetings.

VIII. Department Reports:

- A. HR / Finance: We brought on a new Full Time maintenance teammate Marsha Farris. Elizabeth Way, Aquatic Supervisor is unfortunately leaving us but excited for her new adventure in Nursing School.
- B. Recreation Report: Spring Sports registration is at an all time high since 2015 which was before we split with the City of Charleston and the WAYS agreement. We are still looking for a Program Coordinator; we hope to have that person on board before summer camps begin.
- C. Operations Report: Mr. Stefan noted that he is learning lots about cameras and security systems. He is also finalizing spring sports sponsorships.
- D. Family Fitness Plus Report: Mr. Burke noted that swim lessons are starting right as our former Aquatic Coordinator is leaving so we are hoping that everyone is hired and trained in order to teach the classes. It was noted that we typically do not allow contractors to teach swim lessons at our facility.

IX. Department Proposals: None

X. Unfinished Business:

- A. Capital Improvement Plan: The Morganizer shipment from Trane has been delayed and should be shipped March 1st. Hopefully we will have it installed by the next meeting.
- B. Forest Lakes Greenbelt Project: We are still working on getting the courts demolished and the playground installed.
- C. Forest Acres Improvement: The City's contractor, Gulf Stream, is currently working on the first phase of the plan. Staff is working with Gulf Stream and the City to get our parking lot repaired before summer camp or at least patched.
- D. Commission Photos: Pictures have been hung at the administrative office.

XI. Adjournment: The Commission voted unanimously to adjourn the meeting at 8:10PM.