

**Present (in person):** Mike Eykyn, Ron Bailey, Chris Burgess

**Absent:**

**Other:** Eric Jackson (not present, AI note taker recorded proceedings, no participation)

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 6:01PM.
- II. **Invocation and Pledge of Allegiance to the Flag:** Mr. Bailey gave the invocation and led the Commission in the pledge of allegiance.
- III. **Public Comment:**
- IV. **Approval of the Minutes:** Mr. Bailey made a motion to approve the minutes from December 10, 2024. Mr. Burgess seconded the motion. The motion passed unanimously.
- V. **New Business:** The auditor has postponed their presentation due to illness.
- VI. **Financial Reports:** Mr. Bailey made a motion to approve the November 2024 and December 2024 financial reports. Mr. Burgess seconded the motion. The motion passed unanimously.
- VI. **Executive Director's Report:** Ms. Klugman noted that staff is requesting a 2 mil increase for the 2025/2026 budget. The agency has \$1.8M cash-on-hand and Ms. Klugman is exploring ways to invest funds with low risk opportunities. Ms. Klugman asked the Commission for approval to explore investment options. Mr. Bailey made a motion to approve the motion. Mr. Burgess seconded the motion. The motion passed unanimously.
- VII. **Department Reports:**
  - A. HR / Finance: Ms. Klugman covered the finance overview with the budget presentation in her previous report.
  - B. Recreation Report: We are getting our Camp Brochure printed now. A digital copy is on the website for parents to look at. Spring Sports Registration will be finished next week. We will be finishing up Basketball this month and moving right into Spring Evals in March. We are currently at 626 participants. 100 short from last year but still waiting on older boys to register after tryouts for high school. Spring practices are scheduled to start on March 8. Phil has a Junior Tennis Tournament this weekend with 108 players signed up.

- C. Operations Report: Spring team sponsorships and banner sales are underway. It's a little slow going right now, but emails have been sent out to each age group for each sport specifying the number of teams in the age group, how many current sponsorships we have and how many more we need. Three new laptops have come in and are being set up; two for staff and one for the kids club at FFP, which will also be used at Forest Lakes in the summer.
- D. Family Fitness Plus Report: New membership sales are going well in January. Over 600 memberships have been sold this month. The personnel in the aquatics area is thin. We are working with staff to try and figure that out with our team. Hopeful to hire more lifeguards in the upcoming months.
- E. Community Outreach Report: The St. Andrew's Parks Legacy Foundation is officially a registered and approved 501(c)(3) with the state of South Carolina and the IRS. The Legacy Foundation held their first board meeting on January 27th. I have also been in contact with the South Carolina representative of the United States Tennis Association about securing grants to help renovate the tennis courts. Mr. Singleton has reached out to Coastal Carolina to get the internship handbook to help us create a beneficial opportunity for both us and the intern.

**VIII. Department Proposals:** None

**IX. Unfinished Business:**

- A. Forest Lakes Greenbelt Project: Staff has made more adjustments to the permit application and resubmitted it. TJ Hrobotka has been very helpful getting the updates together and submitting it for us. Ms. Collins-Gray noted that she is hoping that these will be the last of the changes.
- B. Forest Acres Improvement: The project seems to be wrapping up.
- C. Volunteer Park Lighting Project: Let's go turn on the lights!

The Commission entered executive session at 6:38pm. The Commission exited the executive session at 6:52pm. No motions were made and no votes were taken.

- X. Adjournment:** The Commission voted unanimously to adjourn the meeting at 6:52pm.