

**Present:** Mike Eykyn, Ron Bailey, Anthony Gibbs, Chris Burgess,  
**Absent (excused):** Eric Jackson

- I. **Call to Order:** Mr. Eykyn called the meeting to order at 6:04 PM.
- 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:** none
- IV. **Approval of the Minutes:** Mr. Gibbs approved the minutes of July 27, 2023. Mr. Bailey seconded the motion. The motion passed unanimously.
- V. **New Business:**
  - A. **Commission Elections:** The Chair accepted nominations from the floor for the offices of Chair, Vice Chair and Secretary. Mr. Burgess made a motion to nominate Mr. Eykyn as Chair, to nominate Mr. Bailey as Vice Chair and Mr. Gibbs as Secretary. There were no further nominations so the chair closed the nominations. A vote was held and the following individuals were elected by unanimous vote:
    - Chair - Mr. Mike Eykyn
    - Vice Chair - Mr. Ron Bailey
    - Secretary - Mr. Anthony Gibbs
  - B. **Policy Change:** Ms. Klugman presented a revision to Teammate Child Care & Related Discounts policy (4.17) that allows teammates to register for some camps and programs at a free or reduced rate. Mr. Bailey made a motion to approve the updated policy change. During discussion, Mr. Eykyn stated that he would like the policy to offer all in-house programs and events at no cost. He further requested that commission based programs or those provided by a contractor be offered at the Agency's cost. At the conclusion of the discussion, the Commission directed the Executive Director to draft a new revision per the Chair's comments. Mr. Bailey amended his motion as per the Chair's comments. Mr. Gibbs seconded the revised motion and the motion passed unanimously. Ms. Klugman will update the policy and send the updated document via email with a request for an electronic vote to be ratified in September.
- VI. **Financial Reports:** Mr. Bailey made a motion to approve the July 2023 Financial Reports. Mr. Burgess seconded the motion. The motion passed unanimously.

**VI. Executive Director's Report:** Ms. Klugman noted that the field lighting grant needs some additional documentation before the proposal is considered.

**VII. Department Reports:**

- A. *HR / Finance:* Ms. Klugman noted that the month of August is busy with audit work and closing out the fiscal year.
- B. *Recreation Report:* Ms. Collins-Gray noted that the Forest Lakes pool season is coming to an end on Labor Day. She said that we just started fall sports and registration for winter sports will start shortly.
- C. *Operations Report:* Mr. Stefan noted that fall sports sponsorships have been wrapped up and golf tournament meetings have started. We will be hosting a putting contest this year at the golf tournament.
- D. *Family Fitness Plus Report:* Mr. Burke noted that the ceiling vent has been fixed on the roof so the air quality in the pool area will improve. He also noted that the facility fee is changing from one-time flat fee to a \$5 monthly fee for each new account. Finally, Mr. Burke noted that we are hosting a free Back to School Pool Event at FFP at the end of September to bring in the community. We are hoping that it becomes an annual event.

**VIII. Department Proposals:** None

**IX. Unfinished Business:**

- A. *Capital Improvement Plan:* Ms. Klugman noted that the revenue bond will soon be closed out. She also noted that with the new fiscal year our budget for capital improvements and replacement is set at \$140,000. We will be ordering a new truck and we have several AC units that need to be replaced.
- B. *Forest Lakes Greenbelt Project:* Permit for that project has started to move forward.
- C. *Forest Acres Improvement:* No update at this time.

**X. Executive Session:** Mr. Bailey made a motion to go into Executive Session at 6:33pm. Mr. Burgess seconded the motion. The motion passed unanimously and the Commission entered Executive Session. The Commission exited the Executive Session at 7:22pm. No decisions were made and no votes were taken.

**XI. Adjournment:** The Commission voted unanimously to adjourn the meeting at 7:23pm.