



Recreation Council Monthly Meeting Minutes – September 12, 2024

In attendance:

Jarod Picone, Doug Menapace, Keith Martin, Dana Gayleard, Brian Caldwell, Katie Reinke, Tom Spray-Fry, Kelly Beninghove, Kevyn Allgeier, Stephanie Wilson, Elanor Huber, Jo Ann Talbot, Maria Hamilton, Marcy Murphy, Paul Franzoni, Brad Ferriell, Dave Levinstim, Karla Lee, Carey Berlin, Adriane Burke

Call to Order

Mr. Picone called the meeting to order at 8:17 PM.

Approval of Minutes

Mr. Spray-Fry seconded Mr. Menapace's motion to approve the June 2024 meeting minutes as presented.

Treasurer's Report - Dana Gayleard

Mrs. Gayleard presented the July Treasurer's Report (TR). She noted the peach-colored section at the bottom of the document denoting the separation of recreation and travel programs (those which have turned in their program checkbooks). Mrs. Gayleard also noted nearly \$10,000 in uncleared checks. Mrs. Benninghove seconded a motion by Mr. Menapace to approve the July TR as presented.

Mrs. Gayleard presented the August TR to the council. She noted that donations via Benevity were marked in red. She will discuss with Mr. Moog the best way to track these donations – via the General Fund or placement in program accounts with a ledger for allocation. Mr. Spray-Fry seconded a motion by Mr. Menapace to approve the August TR as presented.

[Reminder to use email address: accounting@carrollmanor.org]

Council Report - Kevyn Allgeier

1. **School Blackout Dates** – Mr. Allgeier is compiling a list of school blackout dates where indoor spaces will not be available to the council due to school-affiliated activities (i.e. Whittle equipment, STAR Lab, etc.). If you know of any, please send them his way.
2. **Seeking Leadership** – The county is hiring group leadership with a large need for the winter months. Pay is \$15 / hour and those under 18 will be considered (will be paired with an adult). Please reach out to Mr. Allgeier if interested.
3. **Permits** – Mr. Allgeier reminded programs about getting their space requests (indoor and outdoor) in ASAP, with a minimum notice of 45 days. He advised following the calendar on the [Program Budget Registration Schedule](#) to ensure adequate time and align with the CMRC budget process. For BCPS locations, he said that does require additional approval, so please

keep that in mind when making requests.

4. **Schedules: Games and Practices** – Please email schedules for games and practices to the community supervisor when they are available. With the implementation of CivicRec, the county is asking supervisors to verify field use with CivicRec requests to ensure space that is reserved is being used. Mr. Caldwell asked if the county should be notified if a space will not be in use (i.e. practice cancelled due to coach illness). Mr. Allgeier said that the community supervisor could be notified in such a situation if possible.
5. **Role Change** – Mr. Allgeier announced that he will be transitioning to a Community Supervisor II role for Cockeysville, leaving Carroll Manor. His replacement, Kevin Parry (kparry@baltimorecountymd.gov), will begin September 28; his previous roles included oversight of Meadowood Regional Park and NERRC. Devin Gilliam will also be moving to the CivicRec team.

Mr. Picone inquired whether the Jacksonville Senior Center will incur the \$25 activity fee for use of the Sweet Air Park gymnasium. Mr. Allgeier believed they would not be charged as a county entity, but that this is the focus of an upcoming meeting and he'll report back / provide an answer.

Mr. Picone also inquired about the fee for group leadership, since it is going away. Mr. Allgeier noted that the fee is in effect through December 31, 2024 and billed via CivicRec. He advised that it stay in CMRC program budgets for the time being

President's Report - Jarod Picone

1. **Reminders to all Programs** - All participants must register in programs or CMRC will lose certification. All volunteers need background checks to be protected under county insurance.
2. **Permits** – Please send permit requests to cmrcpresident2019@gmail.com and secretarycmrc@gmail.com; you can copy permits@carrollmanor.org as well, but the first two emails are the best.
3. **"CMRCPresident2019" email** – Please double-check before sending Mr. Picone an email that this is the one you are using. With multiple CMRC-related inboxes, this is your best opportunity for an email to be seen in a timely manner. *[Note: If this email still shows as "Dene," please go into the Contacts setting of your email to change the name.]*
4. **Stone Alley Fee Changes** – Mr. Picone highlighted several fee changes from Stone Alley, including:
 - a. Individual registration – \$2.50 per individual / per session; 2.99% (vs. 2.75%)
 - b. Post-registration payment - \$1 / payment; 2.99% (please limit \$0 registrations to travel programs where a team fee is calculated and billed after teams are formed)
 - c. Session configuration - \$75 standard; \$50 "express" (if the session processes 100+ registrants, \$25 will be refunded)
 - d. Session configurations will also have a 7-business day turnaround with adjustments ASAP upon receipt
 - e. Monthly distributions will occur on the 15th of each month

Also, to effectively communicate with the Stone Alley team, please use support@stonealley.com. This email is monitored by multiple people, who will triage issues as they come in.

5. **Reimagining Recreation / BCR&P** – Mr. Picone shared a “Council Checklist” with the council, noting upcoming key dates tied to the county’s program, including the end of the group leadership program and when council’s need to secure their own insurance. Mr. Picone reported that CMRC is on target to meet critical deadlines.

NOTE: Documents from items 4 and 5 were emailed to program chairs and at-large directors the day after the meeting (September 13) for reference.

6. **BCR&P Board Meeting** - Mr. Picone shared that the county is investigating a council / coach over embezzlement charges stemming from a football block pool. He reiterated that these activities should not be allowed by CMRC programs.

Old Business

1. **Fireworks Donations via Stone Alley** – Mr. Picone noted that the July 4 fireworks, co-sponsored by the Greater Jacksonville Optimist Club and CMRC was a huge success, as was the fundraising efforts related to it. CMRC has collected \$6,430 to date in related donations.

Mr. Picone asked the board for direction on the \$5 opt-out donation via Stone Alley, noting that the event has a good financial cushion for 2025, so the council could opt to remove it. Mr. Menapace suggested it stay in place for any registration opened *for a fee*. Hearing no objections, the donation option will stay in place for programs who wish to utilize it.

2. **New Travel Baseball Chairs / Previous Budget** – Mr. Picone welcomed Christine Carey and Marcy Murphy as co-chairs of the CMRC Travel Baseball Program. The fall season is underway for four teams.

Mr. Picone also noted that during season-ending accounting for the spring session (under a previous chairperson), that there was a deficit of ~\$6,000. Attempts were made to have the previous chairperson meet with the executive board as well as send in receipts / explanations for the deficit, but there was no reply. The council directed the executive board to continue efforts to recoup the funds, even if it means going to individual parents who participated in the spring season and issuing additional invoices.

3. **CMRC Budget Calendar** – Mr. Picone noted that a schedule for presenting budgets before the council is now online via the [Program Budget Registration Schedule](#). Programs should review the schedule to present their budget as noted to ensure seasons operate as expected.
4. **AEDs** – Mr. Picone noted that CMRC is no longer in charge of AED units; this will be assumed by the county. Mr. Allgeier noted that he is awaiting covers for new units before they are installed, which will likely be in the spring.
5. **Repayment of Loans to Soccer & Lacrosse** – Mr. Picone proposed repaying the CMRC lacrosse and soccer programs \$10,000 each which was borrowed under the previous administration to pay off deficits in the council. In return, Mr. Picone said he would allocate his company matched funds of \$8665 to the General Fund to help offset this payment. Mrs. Beninghove seconded a motion by Mr. Menapace to accept the offer and make the program repayments.

Budget Presentations

1. Indoor Pickleball

Mr. Franzoni noted that the program is expecting 27 participants for the upcoming season as a registration fee of \$150 / registrant. The program was able to achieve a surplus via group

leadership, not having to pay for attendants already on duty at Sweet Air Park. He pointed out equipment costs (pickleballs and nets) for the upcoming session: Tuesdays, Thursdays, and Sundays from October 30 through April 13, 2025.

Mr. Franzoni also pointed out an error on the budget sheet for 2023, noting 27 participants at \$195/registrant vs. the 44 at \$120 / registrant. Mr. Menapace seconded a motion by Mr. Caldwell to approve the budget with the corrected numbers.

New Business

1. **Camp Gymtastic Billable Hours** – Mr. Picone informed the council that the two instructors for Camp Gymtastic (summer camp @ JES) submitted timesheets for 96 hours per instructor. Their budget – approved by the council at the March 14 meeting – indicated 140 hours (70 per instructor) at a rate of \$75 / hour. The camp ran 30 hours; 15 hours a week for two weeks.

Mr. Picone noted that the executive board communicated with the instructors over the summer that they would pay the budgeted 70 hours, but that council leadership would need to approve anything over that amount with an explanation.

Mrs. Berlin, one of the instructors representing the program, noted that she has operated the camp for nearly 20 years and this was the first time running it as a 1099 independent contractor (they were previously 1099s via CMRC before BCR&P paid them as leadership). As such, they reported the hours spent on the camp – those with the children in the building and hours to prepare the camp for operation. In the past, Mrs. Berlin noted that they often spend more hours than what was budgeted and this year, as independent contractors, they reported the actual hours worked.

Mr. Caldwell noted that budgets submitted to CMRC should reflect all of the hours required to run the program. Mrs. Berlin agreed that this should have been the case when the budget was presented and that they submitted the additional hours knowing the money was in the subaccount and that they would have not done so without that knowledge. Mrs. Beninghove reiterated Mr. Caldwell's note on the budget, noted that any surplus should be given back to registrants / reinvested in the program, and encouraged the instructors to have their community sponsor attend CMRC meetings / review minutes for better preparation in the future.

By a majority vote, CMRC leadership approved payment of the additional 26 hours / instructor for the 2024 camp sessions.

2. **Max Hourly Rate for 1099 Instructors** – Given the previous conversation, Mr. Picone asked the council to start considering a reasonable rate for 1099 instructors utilized by CMRC for programs. This will be discussed at the October meeting.

Adjournment:

Mr. Picone adjourned the meeting at 10:32 PM.

***The next meeting will be held on October 10 at 8:15 PM at Sweet Air Park.**