



Recreation Council Monthly Meeting Minutes – May 8, 2025

In attendance:

Jarod Picone, Keith Martin, Brian Caldwell, Thomas Spray-Fry, Katie Reinke, Kelly Beninghove, Dana Gayleard, Kevin Parry, Maria Hamilton, Elanor Huber, JoAnn Talbot, Marcy Murphy, Christine Carey, David Mullaly, Doug Menapace, Jennie Springer, Karin Weber, Carey Berlin, Heather Hourihan, Ashlee Hart, Adriane Burke, Amanda Moatz

Call to Order

Mr. Picone called the meeting to order at 8:18. He wished all the moms a Happy Mother's Day. Introductions followed.

Approval of Minutes

Mr. Menapace seconded Mr. Spray-Fry's motion to approve the April 2025 meeting minutes as presented.

Treasurer's Report – Dana Gayleard

March TR

Mrs. Gayleard noted that the Dance program is in the negative as something to be addressed in the near future. She also mentioned transfers into the General Fund, creating a positive balance. Notes in purple at the bottom of the document outline transfer of funds from programs no longer held, fee transfers, and a transfer between the rec and travel soccer programs.

Mr. Spray-Fry seconded a motion by Mr. Menapace to approve the March Treasurer's Report as presented.

April TR

Mrs. Gayleard noted there were no transfers in nor out of programs in April. Mr. Picone noted that while the General Fund was in the black now, covering insurance for CMRC and all its programs and participants will decrease that fund significantly.

Mrs. Gayleard also discussed the first round of Civic Rec payments for facilities and fees related to adult and youth travel programs were assessed to programs in March and April. There will be a separate spreadsheet for this information moving forward.

Mr. Spray-Fry seconded a motion by Mr. Caldwell to approve the April Treasurer's Report as presented.

Council Report – Kevin Parry

Mr. Parry said the spring has been busy, but he and his staff are doing well to prepare fields for programs.

President's Report –Jarod Picone

1. Volunteers and Program Registrants

Mr. Picone reminded the council all program participants must be registered and all volunteers are to complete a free background check for liability purposes and as indicated through the MOU with Baltimore County Rec and Parks (BCR&P).

2. Firecracker Forge LLC

Mr. Picone said the council has been approached by Firecracker Forge, a platform affiliated with Stone Alley, where the public can make donations to non-profits like CMRC. The council would be listed among other recipients for such donations and can promote the site's services if it sees fit. Deposits would be made similarly to Stone Alley. The council will revisit this at the June meeting.

3. Guidance on New Program Setup / New Session Creation

Mr. Picone noted that step-by-step guidance on [creating a new CMRC program](#) and [setting up a new session of an existing program](#) are now on the CMRC website.

Budget Presentations

1. Adult Fitness (Elanor Huber)

Mrs. Huber said they are anticipating a drop in participation (114 to 75) due to county fees and raising the cost of classes. While there is no equipment line item in the budget, Mr. Picone encouraged the program to reach out to the county if they have needs as they are paying the adult participation fee.

Regarding the \$25 CMRC fee, Mrs. Huber said the program was granted exemption on participants with multiple registrations. Mr. Picone corrected her that this was for last year only and that moving forward, all participants registering for a new series of classes in a new "season" would be assessed the CMRC fee. He also noted that the program has a surplus in their account that could be used for this purpose as well as to pay the county fees. He encouraged the program to work with Mrs. Gayleard to get a better understanding of their surplus amount (upcoming expenses vs. what is in account).

Mr. Caldwell made a motion that the budget be approved based on the correction of the registration / fee amounts by working with Mrs. Gayleard and Mr. Moog to get the correct numbers. Mr. Spray-Fry seconded, and the budget was approved.

2. Field Hockey (Amanda Moatz)

Mrs. Moatz noted that there are two registrations for the program: a K-2 clinic at \$120 per participant; and registrants in grades three through eight at \$180 per participant. The

\$150 in the budget document is likely a combination of both to estimate true revenue, as prepared by Mr. Moog.

Mrs. Moatz noted that the budget is similar to the previous year and that there are no anticipated needs. Noting the program surplus, Mr. Picone noted that other programs, like lacrosse, used the money to waive fees for clinic programs and/or decrease registration fees. Mrs. Moatz said she would look at that for next year to ensure this year's expenses can be met.

Mrs. Reinke seconded a motion by Mr. Spray-Fry to approve the budget as presented.

3. **Travel Baseball (Marcy Murphy)**

Mrs. Murphy presented a budget for fall 2025 and spring 2026, noting the inclusion of two new teams: U8 and U9; current programs will be moving up an age range (U10-U13). Additional insurance is being purchased for out-of-state tournaments and that each team had miscellaneous expenses identified in the budget document's tabs.

Surplus from the program would likely go toward renovating the batting cages at Carroll Manor Elementary School (CMES); fundraising efforts have also been underway for that effort.

Mr. Martin expressed concern about field allocations for two additional teams given the twice-a-week practice schedule and blocks needed for doubleheaders. Mr. Picone added that other programs are using Jacksonville Elementary School (JES) and Hydes Park in the fall and spring, cutting into options the program may have anticipated for practices and game play.

Mr. Picone inquired about items in the "program level budget" tab, including "central equipment." Mrs. Murphy noted that this would be for equipment like L-screens and pitching machines that would belong to the program for use by multiple teams. Mr. Picone also added that while identified in the budget as estimates, the four fundraisers still require council approval before they can occur.

Mr. Spray-Fry seconded a motion by Mr. Caldwell to approve the budget as presented.

4. **Camp Gymtastic (Karin Weber)**

Mrs. Weber outlined the program, which would occur at CMES this summer as JES undergoes renovations. As such, there is a \$550 expense for the rental of a UHaul truck to transport the equipment between the schools before and after the camp. She responded to questions emailed by Mr. Picone, including the program's description, the paid instructors, and the proposed schedule. Mr. Picone made clear the program chair's duties so there is not a conflict of interest between the paid instructors and the council.

Mr. Picone brought up several concerns about the instructor hours (164) noted in the budget. Mrs. Carey and Mrs. Springer replied with details on the daily schedule, prep time, and clean up affiliated with the program. Mr. Picone encouraged the program to rethink / re-estimate the instructor hours.

As such, Mr. Picone requested lesson plans for the program, as well as the new estimate of hours (for both before and after camp) be sent to the council via the secretary as a condition of budget approval. Mrs. Beninghove seconded a motion by Mr. Caldwell to approve the budget as long as those conditions are satisfied.

Old Business

1. Changes to Standard Operating Procedures and Financial Operating Manual

Mr. Picone announced that the CMRC Board of Directors met on April 24 to discuss amendments to the Standard Operating Procedures (SOP) and Financial Operating Manual (FOM) guidance documents. This stemmed from program suggestions at the March 13 meeting.

The board updated the “in season” schedules for baseball and lacrosse in the SOP, noting that activities from March 15 - April 1 be on grass so the county can prepare the diamonds. In addition, outdoor “in season” programs with field permits may not submit a request to the county to use gym space due to weather or other field issues. Mr. Picone noted that the council has tried to find an equitable way to share the space among programs, but none could be found. Thus, this is the best outcome for fairness across the programs.

In addition, the board approved an amendment to the FOM, noting that surplus funds in programs that haven’t operated for 24 consecutive months will be moved into the general fund and the program will be closed.

The updated documents will be uploaded to the CMRC website for reference.

New Business

1. 2025 Election Nominations

Mr. Menapace announced that a three-person committee (Mr. Menapace, Mr. Martin, Mr. Caldwell) was appointed to oversee the election process for 2025-2026. He announced that the following nominations have been made:

- President: Jarod Picone
- At-Large Member: Brian Caldwell
- At-Large Member: Jamie Bakert
- At-Large Member: Tom Spray-Fry
- At-Large Member: Kelly Beninghove

All nominations were accepted except for Mr. Bakert, who was not present. A fifth at-large member slot as well as vice president, secretary, and treasurer have no nominees at present. Mr. Moog will stay on as treasurer until a replacement is found.

Mrs. Reinke nominated Brad Ferriell as an at-large member. Mr. Menapace will work to secure his reply. He also encouraged anyone with nominations to reach out to him / the committee prior to the June board meeting.

2. Program Updates

Mr. Caldwell noted that after 20 years, Mrs. Karla Lee will not be continuing the Early Bird Gym program at JES for the 2025-2026 school year. He passed along her gratitude to the board for the program's longevity.

Adjournment:

Mr. Picone adjourned the meeting at 10:08 p.m.

****The next meeting will be held June 12, at 8:15 p.m. at Sweet Air Park. (Note: CMRC does not meet in July or August; the next scheduled meeting will be September 11, 2025)***