

Recreation Commission Meeting Minutes
Thursday, March 10, 2022
Noon at Manchester Recreation Center

In attendance: Leslie Brasfield, Stan Rogers, Brent Parsley, Mayor Marilyn Howard, Director- A.J. Fox, and Assistant Director- Becki Johnson. Guests – Claire Jolley, John Coffelt

Call to order by Director- A.J. Fox

1. Approval of meeting minutes from Thursday, February 10, 2022. Leslie Brasfield made a motion to approve, Brent Parsley seconded the motion, and all approved.
2. Programs Report
 - a. Adult Basketball League is wrapped up on February 20th, 2022. Six total teams participated. A net total of \$160.00 was made.
 - b. Fastpitch Softball has been turned over to a new parent board. The City of Manchester wrote a check to the league for the \$3,701.44 we had collected for registration.
 - c. Taylor's Archery will be holding an archery tournament this Saturday, February 12th in the Recreation Center. Due to this being an all-day event the use of the gym and track will not be permitted for those not participating. We hope to have over 200 participants. We are going to serve concessions.
 - d. Cupid's Arrow had 140 middle school aged participants. We brought in a gross profit of \$1,001.50. \$306.50 from selling concessions and \$695.00 from the gate.
 - e. Our February Lifeguard Course just finished up and contained 4 participants including Becki Johnson. We are planning two more courses, one in March and April.
 - f. Spring Break Day Camp Sign-ups are underway and currently has 27 participants signed up.
 - g. We will be holding extended pool hours the week of spring break, March 28th – April 1st from 10:00am – 3:00pm.
 - h. Our annual Easter Egg Hunt is scheduled for April 16th. There will be two separate hunts on at 1:00pm at Fred Deadman Park for ages 7 and under, and one on the Babe Ruth Field at 8:00pm for ages 8 and up.
 - i. The Underwater Egg Hunt will be held on April 2nd and is to be sponsored by Anders Pool and Spa Company.
3. Maintenance
 - a. The maintenance shop renovations were completed in house costing roughly \$12,000.
 - b. Rubber mulch has been added to the park playgrounds.
 - c. National League press box was updated with new paint.
4. Old Business
 - a. The Outdoor Basketball court at Westwood Elementary is underway and is waiting on the ground to dry to begin working.
 - b. The Diabetes A Farmers Market is still awaiting its metal building and is projected to be here on March 28th.
 - c. We are awaiting the TDEC workshop in order to fulfill the LPRF Ballfield Lighting Grant.
 - d. The Joint School Use Agreement has been approved by the School Attorney. Attorney Ewell is now in the process of review the agreement.

- e. The Story Book Trail on the Greenway will be opening on April 2nd.
- f. Youth Baseball, Girl's Slow Pitch Softball and the Coffee County Soccer League will be holding their opening day on April 9th. Girl's Fast Pitch is waiting to hold their opening day on the 23rd.
- g. An ordinance will be proposed to amend and establish fees for the use of swimming pool for the MAKOS swim team. The swim team will be charged for the use of the lifeguards during their swim practices.

5. New Business

- a. We will be hosting AAU and Baseball Tournaments this coming month. There will be AAU tournaments on March 4-6, 11-13, 18-20, and 25-27. We will also be holding a Top Gun Baseball Tournament on March 26th. These tournaments do not only benefit the Parks and Recreation department, but they also help the businesses in town by bringing people in from all around middle Tennessee.
- b. This coming Summer we have two programs that we are hoping to raise the fees on.
 - i. Our Summer Swim Lessons are were previously \$55 and we are asking to raise that price to \$65 per session. We will be holding swim assessments this year that last about 10-20 minutes to decide what level a child should enter. We will also be aiming to only have 5 children per instructor in order to make the lesson more personal.
 - ii. Our Summer Day Camp program was originally \$65 per week and we are asking to raise the price to \$80. We hope to raise this in hopes of being able to hire more staff to keep a 10 to 1 ratio for kids per counselor. This year we will also be having the children participate in more activities and they will be receiving a t-shirt.
 - iii. Brent Parsley motioned to raise both the prices for Swim Lessons and for Summer Day Camp. Leslie Bradfield seconded that motion. All approved.
- c. We have two personnel changes that have taken place this past month.
 - i. Colt Pittman the Aquatic Director is now certified as a Lifeguard Instructor and will be able to lead the Lifeguard training with help from our Wellness Director, Cindy Weber.
 - ii. Jeff Houck, Athletic Director, has put in his two weeks' notice and is planning to leave for a new job. His position has been posted in house this morning.

6. Items from the Recreation Commission

- a. Stan Rogers asked who would be interested in Jeff Houck's position in house.
 - i. A.J. Fox Said that Claire Jolley, current Activities Director, was interested in the position.
 - ii. Stan asked if there was the possibility of wearing two hats due to the upcoming Summer Day Camp Program.
 - iii. Claire responded that Katie West would be able to assist a new employee or run the program if necessary with help from her when needed.
- b. Leslie Bradfield asked if we were transporting kids during the Summer.
 - i. Claire responded saying that we do not transport the children during the summer from home to the camp, but that we may transport them if we take trips for camp.

- ii. A.J. brought up the need for a new transportation vehicle for child care would need to be purchased eventually
 - c. Brent Parsley and Leslie Brasfield both asked if the swim team had followed up with the grant that Leslie had recommended.
 - i. At this point in time, A.J. was aware that the swim team was doing fundraisers to raise money and that they were planning to assist Park Partners with a Bonnaroo tent in order to receive a percentage of the profits.
- 7. The next meeting is to be held on April 14th at noon at the Manchester Parks and Recreation Center.
- 8. Adjournment motioned by Leslie Brasfield, seconded by Brent Parsley, all in favor.

Respectfully Submitted by,



Claire Jolley, Activities Coordinator