

**Latrobe-GLSD Parks & Recreation
Commission Meeting Minutes
November 17 2016**

The monthly meeting of the Latrobe-GLSD Parks & Recreation Commission was held on Thursday, November 17 2016. Mrs. Susan Mains called the meeting to order at 4:30 p.m.

Roll Call:

Present:

Mrs. Susan J. Mains	Mrs. Patricia D. Fenton	Ms. Rosie Wolford
Mr. Bruce Jones	Mr. Tom Long	

Also in attendance:

Ms. Dawn M. Vavick	Mr. Craig Shevchik	Mrs. Cynthia Smith
Miss Lindsay Muchnock	Mr. Travis White	Mr. Jay McDowell

Absent:

Mr. Dan Hennessy

Approval of Minutes:

Mrs. Mains made a motion to approve the September minutes as reported. Second, Mrs. Fenton. (Vote 4-0)

Executive Session:

The Commission met after the regular meeting in Executive Session to discuss personnel issues.

Public Comment:

Mr. John Wolicki, of the Latrobe-Derry Old Timer's Baseball League, announced their newly founded equipment program, which offers proper equipment or financial support to disadvantaged youth who participate, or wish to participate in a sanctioned athletic program within the Latrobe-Derry area. The group addressed the commission and hope to aid area youth through their YEP initiative. (Youth Equipment Program)

Bills and Communications (for approval and / or action):

The Commissioners reviewed the expenditures.

A motion was made to accept the prepaid bills dated September 18-October 14, 2016 by Mr. Jones. Second, Mr. Long. (Vote 4-0)

A motion was made to accept the prepaid bills dated October 15-November 11, 2016 by Mr. Long. Second, Mrs. Fenton. (Vote 4-0)

A motion was made to accept the unpaid bills by Mr. Jones. Second, Mr. Long. (Vote 4-0)

Report of the Committees:

Personnel:

Mr. Shevchik informed the Commission about a new labor law for certain salaried employees, which begins December 1st and affects three full time employees.

Private Industry Council in Greensburg has been coordinating job training with their clients and Latrobe-GLSD Parks & Recreation. Mr. Shevchik has been scheduling them for four week intervals in the Maintenance department.

Finance:

The Commission reviewed the monthly reports. The program income is down, but expenses are down as well. The allocation from the GLSD should arrive shortly. There was a \$5000.00 transfer from restricted funds to the general account to pay bills. It will be reimbursed after the allocation is received.

Mr. Shevchik presented the 3rd draft of the 2017 Budget. He asked all commission members to review and direct any questions to Mrs. Smith, Mr. Shevchik or Mr. Hennessy. Mr. Shevchik will meet with Mr. Hennessy after Thanksgiving to review and tweak the numbers for the final budget.

Facilities:

Equipment is being removed from the Old Athletic Field. Fencing is being repurposed at the 3rd Ward Playground and LK1 in Legion Keener Park. Little League will remove the backstop to also be used in Legion Keener. Mr. Shevchik will salvage any equipment and resources from the site to be used at other locations and facilities.

The Dek Hockey arena and Pro Shop will be removed after the Winter Classic, which is scheduled on January 5th.

All Parks & Recreation bathrooms have been winterized and closed for the season.

Report of the Director:

Mr. Shevchik submitted the November program report: Six programs ended in September with 196 participants. Net income for these programs was \$946.45. Eight programs ended in October with 206 participants. Net income for these programs was \$7934.05.

The Turkey Trot is rapidly approaching. We are up approximately 20 participants from last year at this time.

Comedy Night ticket sales are steady. This year Chef Mark's Palette is catering the event.

LP&R minutes were sent to the Greater Latrobe School Board and Latrobe City Council.

Program supervisor Travis White recently met with the Pittsburgh Penguins about the team helping the Latrobe-GLSD Dek Hockey program raise funds. He said a clinic is tentatively planned for March at Twin Lakes and is slated to include appearances by former Penguins players, an hour long hockey clinic and a Q&A and autograph session.

New Business:

Security cameras were recently replaced at Legion Keener Park.

Latrobe Legion Baseball has submitted the 2016 user fee payment.

The leftover gravel on the First Ave. water line project will be used at Cardinal Park.

Mrs. Mains asked Mr. Shevchik to send out his evaluation forms in the December packets, all commission members are asked to have those returned at the December meeting.

Mrs. Mains made a motion to adjourn at 5:30 PM. Second, Ms. Wolford.

Respectfully submitted,

**Dawn M. Vavick
Program Administrative Assistant - Latrobe-GLSD Parks & Recreation**

Approved by Susan J Mains – 12/15/16