

## **Park and Recreation Board Monthly Meeting Minutes – October 21, 2009**

Present: Lola Skolnik, Paul Sabol, John Winfrey, Rachel McMullin, Marc Segal, Kelly Ivy, Betty Sonneveldt, Chris Husker, Jay Shah and student representative Jacob (Boomer) Fletcher; Tatiana Ausema, Chair, Arts Advisory Board  
Staff: Hank Irving, Director of Recreation; Nicole DeWald, Arts Supervisor  
Absent: Rick Ransom and Melissa Hines-Rodriquez  
Council: Konrad Herling, Council Member

- Introduction of PRAB members to Jacob Fletcher as members who were absent at the September meeting had not met Boomer.
- September 16<sup>th</sup> minutes approved 9-0. Motion was made by Kelly Ivy and seconded by Rachel McMullin.
- Konrad Herling gave his report from City Council. He passed out a detailed written report. The highlights included:
  - ✓ Report of efforts to secure food and clothing for the victims of the Empirian Village fire on Saturday, October 17<sup>th</sup>
  - ✓ There is not news on the renovation of the damaged buildings
  - ✓ Residents of the damaged building are being housed in empty units in Empirian Village. The residents of nearby affected buildings are in hotels. Hank stressed the need for furniture and household items as well as food and clothing.
  - ✓ Rachel raised a concern that there is only one opportunity to donate that is after working hours and questioned the possibility of additional opportunities.
  - ✓ Discussions are still being held on who is responsible for the Greenbrook Lake problems. The City is clearing the outfall structure when it gets blocked and handling the tree work until it is determined what the County is responsible for.
- AAB and PRAB sub-committee report on Contribution Group budget application/review process
  - ✓ Lola went to the AAB in September to speak to the members about PRAB's members' concerns regarding the application process/budget review
  - ✓ Nicole DeWald, from the Arts Program for the City of Greenbelt and Tatiana Ausema, chair of AAB reported that AAB discussed the applications for both Recognition Groups and Contribution Groups at their September and October meetings. They reported that the review process worked well for AAB because of the one-on-one attention Nicole DeWald is able to provide to each group and the small number of groups

that apply for funding. Nicole stated that she works with each group individually to review their applications.

- ✓ PRAB members stated that PRAB does not have regular contact with all of its groups and has not had the opportunity to mentor the groups.
- ✓ AAB welcomes the opportunity to work with PRAB to streamline the process for all groups.
- ✓ PRAB and AAB had the same basic concerns:
  1. Guidelines need to be set for the value of volunteer hours
  2. Workshops to assist applicants with the application process and the completion of the application would result in more consistent application submissions. The PRAB sub-committee recommends that this meeting be in January and mandatory for its Contribution Groups. **Both boards agreed that goal of training was to strengthen group development and group growth.**
  3. Both groups recognized the need to refer organizations to free resources and workshops that will assist them in strengthening their organizations, their organization leadership, and help them apply for 501C3 status.
  4. Both organizations agreed that a step-by-step guide to each line item on the application would be helpful.
  5. Both boards suggested amending the application to include additional information. AAB suggested including a question asking groups to articulate their goals for the upcoming year and what resources they want/need to achieve those goals. The PRAB sub-committee added that if fundraising goals were not met, an explanation of why goals were not met and what actions will be taken to meet goals in the coming funding year be included.
  6. Both groups have concerns about whether Council is going to enforce the 1:1 matching for contributions.
- ✓ AAB members stated that they use a numerical scale for rating applications and that they write a short narrative summary for Council. Lola said that the numerical scale had not worked in the past for PRAB.
- ✓ Ms. DeWald submitted a proposed Resource List and a Mentorship Registration form.
- ✓ Lola proposed that the new application created by the PRAB sub-committee be circulated to all PRAB and AAB members for comments.
  1. The applications with comments will be turned in to Hank and then given to the sub-committee.
  2. Hank proposed there be one more sub-committee meeting to include any interested AAB members.
  3. Boomer agreed to attend the meeting as Rachel cannot.

4. The meeting will be Friday, October 30<sup>th</sup>, 7pm at Betty Sonneveldt's house.

- Council Referral – CAR#33 – Trail Markers Proposal- Lake Park Path, submitted by the Public Safety Advisory Committee to the City Manager
  - ✓ After a brief discussion PRAB members voted 8/0 against installing markers on the Lake Park Path
- Hank gave information about the Volunteer Groups Background Check Program and distributed a concise handout on preventing abuse by volunteers. Hank stated that this could come to PRAB in the future. There are fees involved and the question of who pays was posed as well as concerns about volunteers having to be screened and fingerprinted multiple times as jurisdictions do not share or export information.
- **There are two questions for Konrad to take back to Council:**
  1. **What does Council want from PRAB when reviewing applications? Would Council welcome PRAB's comments on how well the organizations have handled their finances, city contribution, fund raising, membership, etc.?**
  2. **Should all organizations be chaired by Greenbelt residents?**
- The meeting was adjourned at 9:30pm. The next meeting is Wednesday, November 18<sup>th</sup>.