



**Town of Wake Forest
Parks and Recreation Department
Recreation Advisory Board
Meeting Minutes / May 28, 2013**

Members Present: Jim Thompson-Chair, Shinica Thomas-V. Chair, Sandy Thomason, Tommy Lynch, Jeremy Farnham, Pete Schmutz, Commissioner Margaret Stinnett

Members Absent: Jeff Sank, Alicia Knowles, David Jerose; **Staff Present:** Ruben Wall-Director,

Call to Order:

The meeting was called to order at 6:30pm by Chair Jim Thompson

Approval of Minutes:

A motion to approve the April 22, 2013 minutes was made by Sandy Thomason and seconded Pete Schmutz. The minutes were approved without corrections.

Items for Agenda from Board Members:

Tommy discussed the need to better advertise the Toddler Time program and Sandy discussed the possibility of a Wrestling program in the future. Ruben will review the marketing for the Toddler Time programs and do some research on wrestling programs in other municipalities.

Director's Report: Department Updates

- PARTF Grant – The Town did not receive funding for the sprayground this year
- Alston Massenburg Center: Project completed
- P & R Annual Staff Luncheon May 3rd
- Ruben graduated from WF Leadership on May 21st
- Added Port-a-John at Tennis Courts and Investigating Water Fountains
- Construction will be starting on Smith Creek Project Field #2 in June
- Holding Park Pool Fencing (CIP Project): Project completed
- Sprite Spark Parks Grant – We have refurbish basketball courts at three parks, Tyler Run, Ailey Young and Holding Park.
- Pool open this past weekend 200 for the 3 day holiday
- Staff is working closely with the YAB on the coat donation drive.
- Girls Volleyball registration was completed on April 30th. We have 132 girls registered for this new program
- New Full Day Summer Camp starts on June 17- Aug 16.

Urban Forester Report:

- Tree Stewards - A total of 30 Tree Stewards and 3 Town employees have completed the training. A total of 352 hours of service have been pledged.
- Tree Nursery: The tree nursery now has a cistern with 1,700 gallons of water, a recycled fence from the pool upgrades, and ~200 trees potted.
- Internship – Michele Tackett began her internship on May 14
- Eagle Scout JD Yoakum is assisting with constructing a shed and tables for the nursery.

Chair Report:

- Letters to local representatives were mailed by the chair and vice chair on behalf of the RAB. Please continue to contact your local representatives concerning the PARTF Grant

Old Business/Unfinished Business:

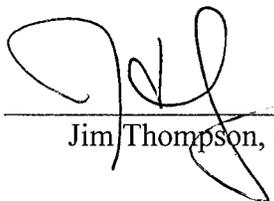
- Board Project 2013 (Unplugged) - September 15th, Task Team (Planning & Assignments). The board reviewed the food vendor list and decided to invite all approved vendors. The board also reviewed the current department instructors list and picked the following programs for the event: Tae Kwon Do, Golf, Belly Dancing, Oil Painting/Drawing, Pre-K Art, Woodcarving, Kids Yoga & Zumba. Boards members will also be responsible for contacting the following: Brooks St Bowling, Checkers & Adult Yoga – Pete; Large Chess Set – Jim; Lumpy - Jeremy, David Bassett – Tommy.

New Business

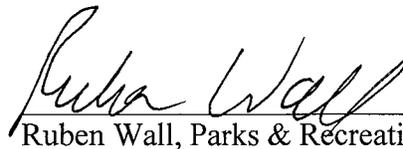
- Review Joyner Park Map for Unplugged - The board reviewed the park map to determine vendor placement. The final decision will be made once vendors are finalized.

Open Discussion: None

Meeting Adjournment: Motion to adjourn was made by Sandy and seconded by Shinica. Meeting adjourned at 7:37pm. **Next meeting: June 24th (Monday) / 6:30pm – Flaherty Community Center**

 6-24-13

Jim Thompson, Chair



Ruben Wall, Parks & Recreation Director