



**Town of Wake Forest
Parks and Recreation Department
Recreation Advisory Board
Meeting Minutes / May 29, 2012**

Members Present: Sandy Thomason-Chair, Jim Thompson-V. Chair, Doug Scott, Jeff Sank, LaCusia Green, Shinica Thomas, Commissioner Margaret Stinnett; **Members Absent:** David Jerose, Alicia Knowles, **Staff Present:** Ruben Wall-Director, Evan Keto, Urban Forester

Call to order: The meeting was called to order at 6:35pm by Sandy Thomason

Approval of Minutes: A motion to approve the April 23, 2012 minutes was made by Doug Scott and seconded by Shinica Thomas. The minutes were approved without corrections.

Items for Agenda

- No additional items were added to the agenda for discussion

Director's Report

- We had our largest pool opening since we started tracking the numbers 12 years ago, we had 686 Patrons, generated \$2,600 in revenue at the gate and \$700.00 in concessions sales over the Memorial Day weekend
- Dog Park: We are currently working with a group of citizens to create a Friends of the Dog Park Program.
- **Holding Park – Pool Area,** We have completed 2 flower gardens including the installation of the plants, Coca-Cola provided umbrellas, drink cooler, clock and signage. Youth Advisory Board completed the locker rooms painting project on May 19th.
- Kiwanis Club hosted a cookout to raise funds for the sparyground. Close to \$300.00 was raised.

Staff Report: Urban Forestry / **Completed events:** Seedling Giveaway March 3rd, Arbor Day March 15th, Tree Plantings March 16th, Tree Care Class March 24th, Tree Sculpture Completion April 12th; **Current activities:** Hazard Tree Removal Tree Inventory and Girl Scout Community Garden at Basley Street Greenway entrance; **Planned activities:** Tree Nursery

Chair Report: Moved to the old & new business.

Old Business

- Mission Statement – A committee was formed to create the board's mission statement. The following statement was created. **The Wake Forest Recreation Advisory Board advocates for the needs of the community regarding Parks and Recreation programs and facilities in an effort to enrich the social, cultural, and physical well being of its residents and visitors.** Jeff motions that we approve the statement and it was

WFPR - Enhancing our Community's Quality of Life – One Resident at a Time!

seconded by Shinica. The motion passed unanimously.

New Business:

- Wake Forest Unplugged – The board agreed to keep the Sunday event in conjunction with the concert and offer more child friendly activities. The event will take place on Oct. 7th from 1-3pm. The concert is scheduled from 3-5pm. The parks and recreation department will work with the board to create activities for the event.
- The sub committee made up of Jeff Sank, Jim Thompson and LaCusia Green and Shinica Thomas was created to work on the boards Vision and Values statement.
- CMB State Forum August 9-11 / Greensboro-High Point Marriott – Attending - Jim Thompson, LaCusia Green and Shinica Thomas; Attending Friday only Margaret Stinnett ; Sandy Thomason??
- Goals for the next 6 Months (Specific/Targets/Dates): The Unplugged Event is our planned major event.

General Comments & Request:

- The Master Plan for the Parks and Recreation Dept. was briefly discussed. The current plan expires in 2015. The board would like to review the current plan. A link to the plan has been added to the Parks and Recreation web page.
http://www.wakeforestnc.gov/client_resources/residents/parks/park_master_plan.pdf
- Amphitheater Cover was also discussed, the Town Board has instructed staff to move forward with the design of the cover.

Meeting Adjournment:

- Motion to adjourn was made by Jim and seconded by Jeff. Meeting adjourned at 7:45pm.

Next meeting: June 25th – 6:30pm / Flaherty Community Center



Sandy Thomason, Chair
JIM THOMPSON, VICE
CHAIR



Ruben Wall, Parks & Recreation Director