



**Town of Wake Forest
Parks and Recreation Department
Recreation Advisory Board
Meeting Minutes / November 26, 2012**

Members Present: Sandy Thomason-Chair, Jim Thompson-V. Chair, David Jerose, Jeff Sank, Alicia Knowles, Shinica Thomas, Jeremy Farnham, LaCusia Green, Doug Scott, Commissioner Margaret Stinnett; **Staff Present:** Ruben Wall-Director, Edward Austin, Athletic Coordinator

Call to order: The meeting was called to order at 6:31pm by Sandy Thomason

Approval of Minutes: A motion to approve the October 22, 2012 minutes was made by Jim Thompson and seconded by LaCusia Green. The minutes were approved without corrections.

Items for Agenda: RAB candidate interviews were moved up on the agenda and conducted at this time. Three of the five candidates were present and they addressed the board. The board voted and recommendations have been forwarded to the Town Clerk.

Special / Potluck Dinner - The board had its first holiday potluck dinner with each member providing refreshments. Everyone really enjoyed the food. This will likely become an annual tradition.

Director's Report

- Ruben thanked the board for their support during the recent passing of his father
- The Parks and Recreation staff would also like to thank the RAB for the Staff Holiday Luncheon and participating in the Spooktacular event.
- Amphitheater Cover when before the Town Board, the cost is \$605,000
- The board may be asked to support the Cows on Parade project - Sara Hagwood Visual Arts Thales Academy
- Annual Department Staff Retreat will be held on Friday, November 30 at the Alston Massenburg Center. The board has requested a copy of each divisions 5 year plan.
- 2013 Rentals Start Dec. 3rd
- Calls from Santa – is scheduled for Dec. 13, from 6-8pm
- Alston Massenburg Center – Over 200 patrons have visited the center for the month of November.
- On-line Registration – Programs Division started Nov. 19th and run through December 7 for all Flaherty Park offerings

Staff Report: Ed Austin, Athletic Coordinator

Ed discussed the new model for the Youth Advisory Board consisting of volunteer requirements throughout the year. Also, Ed and Alicia will meet in the coming weeks to discuss marketing for Special Programs.

Chair Report: Sandy recognized Doug and LaCausia for their service on the board. They will not be re-applying but they have done an outstanding job over the years.

Old Business/Unfinished Business

Santa Calls – Volunteers Needed - Jeff Sank volunteered and Shinica Thomas volunteered her husband Raymond Thomas.

New Business:

2013 RAB Meeting Schedule was approved (see below). Meetings are held at the Flaherty Community Center on the 4th Monday of each month starting at 6:30 pm unless otherwise posted

/ Note: The May meeting is on a Tuesday due to the Memorial Day Holiday and the board does not meet in December.

2013 Meeting Dates

January 28	February 25	March 25	April 22
May 28 (Tuesday)	June 24	July 22	August 26
September 23	October 28	November 25	December - No Meeting

Note: Schedule subject to change, public notice will be given should any dates/times change

Discuss - PARTF Grant Funding / Enhancements at Taylor Street Park – The board reviewed the proposed master plan drawings and voted unanimously to approve the project. The cost for the project is \$250,000.

Meeting Adjournment: Motion to adjourn was made by Shinica and seconded by Jeff. Meeting adjourned at 8:23pm. **Next meeting:** January 28th – 6:30pm


Sandy Thomason, Chair


Ruben Wall, Parks & Recreation Director