



**Town of Wake Forest
Parks and Recreation Department
Recreation Advisory Board
Meeting Minutes / September 24, 2012**

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

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

Approval of Minutes: A motion to approve the August 27, 2012 minutes was made by Jeff Sank and seconded by Shinica Thomas. The minutes were approved without corrections.

Items for Agenda: David submitted and item to Sandy for discussion. Taco “take a child outside week”.

Director’s Report

- Staff Training – Conflict/Customer Service / Monday, Sept. 17th
- Amphitheater Cover Meeting – Sept. 25th
- Alston Massenburg Grand Re-Opening (Wednesday, Sept. 26th 5:30pm)
- Grant for New Playground at Joyner Park
- Holton Park Sprayground
- Staff Luncheon/Cookout at Park Maint Facility
- Leadership Wake Forest Class starting Thursday

Staff Report: Cindy Ferguson, Program Coordinator

- Fall Programs officially began on Monday, Sept 10th. Twenty-eight programs meet the required enrollment numbers. Total participants registered for classes equaled 151.
- Flaherty Park Registration – the transition of Flaherty program registrations from Town Hall to the Community Center has been a huge success. Staff have done an amazing job with learning the new software and registration procedures.
- He have our final numbers of participants attending programs FY 2011-2012
- Total Participants = 1684 / Total number of classes = 308
Total revenue = \$86,530
- On-Line Registration for Flaherty programs took place August 6-31. We had 32 on-line registrations.
- **2013 Winter/Spring RecConnect** – Currently working on formatting brochure information for January – May 2013. We have 184 programs scheduled for the spring. A 32% increase from spring 2011.

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

- **Alston Massenburg Center** – Staff has been hired and are currently going through training. Laura Ficken will be working weekdays from 2-6pm, and April Adams will be working weekends. Programs will begin in January 2013.
- **Senior Games Competition** – will be representing the department at State Senior Games assisting with Shuffleboard competition on September 27 and 28.
- **Halloween Spooktacular** – The event is scheduled for **Thursday, October 25 from 6:30-8:30pm** at Flaherty Park community Center. We are currently in the process of ordering supplies, prizes, and making necessary arrangements for the event. **Volunteers are needed.** Anyone who is interested in volunteering please contact Program Coordinator, Cindy Ferguson at 435-9563. Volunteers will be asked to work from 6-9pm the night of the event.

Chair Report: None

Old Business The board reviewed the

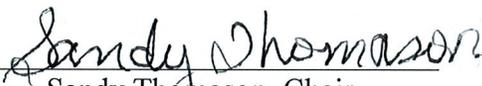
- Master Plan – Ruben will provide and update of accomplishments at the October meeting
- **Wake Forest Unplugged** – Oct. 7th / 1:30pm-5:15pm – Hoola Hoops needed, invite Wake Forest Arts to be more involved

New Business:

- RAB Staff Holiday Luncheon will be held on Nov. 14th 12:30pm -1:30pm a Flaherty
- December Meeting: The board voted to not hold a Dec. meeting since it falls on the 24th
- PARTF Grant – will seeking funding through the grant to build the sprayground at Taylor Street Park

Other Items: Blue bird boxes at Joyner Park – Ruben will research this, possible Eagle Scouts project, volleyball leagues for 8-9 yr olds, Wrestling program (possibly an on-going camp/clinic for both). Staff will research this.

Meeting Adjournment: Motion to adjourn was made by Shinica and seconded by Doug. Meeting adjourned at 7:50pm. **Next meeting:** October 22nd – 6:30pm


Sandy Thomason, Chair


Ruben Wall, Parks & Recreation Director