



Tualatin Hills Park & Recreation District ADVISORY COMMITTEE MEETING MINUTES

Recreation Advisory Committee Meeting

Date: March 16, 2011

Time: 7:00 PM

Location: Administration Building

In Attendance

Committee Members: Leslie Cofield, Alaka Sarangdhar, Paige Dickson, Bob Miller, Adam Bless

Absent: Deanna Draeper, Sharon Peters

Staff: Eric Owens

I. Call to Order

Eric Owens called the meeting to order at 7:05 PM.

II. Approval of Minutes

N/A

III. Financial Report

N/A

IV. Old Business

N/A

V. New Business

Introductions: Since this was the inaugural meeting, everyone introduced themselves to the group and discussed how they participate in the Park District.

Recreation Overview: Staff explained the various positions for each facility and their basic functions. Staff also passed out activities guides and discussed in general terms what programs each facility offers and the philosophy of programming.

Charge/Guidelines: Staff passed out two documents that discussed the makeup of Advisory Committees, responsibilities, public meeting requirements. Also discussed was the charge of the group and what is expected.

Projects: Staff discussed a variety of topics or projects the Committee can be involved in, such as fundraising, distributing Challenge Grant funds and supporting Center activities and programs. The Committee will have a better idea of what direction the Committee should proceed when they meet at the three Recreation Centers. This will happen over the next three months.

Challenge Grants: Staff explained what this program was for and what types of projects and programs this money can be used for. Staff also explained that each facility gets \$7,500 in Challenge Grant funds as well as the Recreation Advisory Committee.

Staff explained the process as to how funds can be approved for projects. Staff also explained that if a facility did not have a Friends Group, any request to use Foundation dollars or Challenge Grant funds, the Recreation Advisory Committee would be the default to approve.

This is the case currently with Conestoga. Staff presented a request to use Foundation dollars and Conestoga Challenge Grant funds (\$5,874 total) to purchase a new treadmill for the weight room. Staff explained the dire

need for a new treadmill. The Committee made a motion to approve this expenditure and it was unanimously approved for the entire amount.

Officers/Terms: Staff explained the need for a Chair of the Committee and a Secretary. It was decided that after the initial meetings at the three Centers and direction for the Committee was established, nominations for these two positions would be taken and officers would be elected. Staff said that they will take minutes until a Secretary is elected.

Everyone on the Committee put down that they want to be on the Committee for two years. It was discussed that it would be good to get some of the group to commit to a three-year term to keep continuity with the group. This will be discussed further at a later meeting.

Future Meeting Day/Time: The Committee decided to see over the next couple of meetings as to the best day and time for everyone in the group.

VI. Next Meeting will be held on April 13, 2011 at the Cedar Hills Recreation Center.

Meeting adjourned at 8:25 PM.

Respectfully submitted,

Eric Owens
Acting Recording Secretary