

**RECREATION AND PARKS BOARD
OF ST. MARY'S COUNTY
Thursday, April 4, 2019
5:30 PM**

MEETING MINUTES

MEMBERS PRESENT: Patrick Murphy, Chairperson, Fred Parker, Vice-Chairperson, Richard Buckler, Joe Longobardi, Joshua Shaffer, Christine Kaila and Floyd Warren

MEMBERS ABSENT: Tara Shade and Tom Nelson

RECREATION AND PARKS STAFF AND OTHERS PRESENT: Arthur Shepherd, Recreation and Parks Department Director; David Guyther, Parks Manager; Kathy Bailey, Projects Coordinator; Sharon Ferris, Administrative Assistant, County Commissioners and Darlene Stalcup, Recorder.

CALL TO ORDER

Chairperson Patrick Murphy called the meeting to order at 5:30 p.m.

APPROVAL OF MINUTES

Richard Buckler moved, seconded by Fred Parker, to approve the minutes of March 7, 2019; motion carried with all in favor.

Board Docs Orientation

- Sharon Ferris, County Commissioners staff gave an overview of the Board Docs

Briefing – R&P Department CAPRA Accreditation

- Director, Arthur Shepherd gave an overview of what Accreditation is
 - What: Commission for Accreditation of Park and Recreation Agencies (CAPRA), provides standards for accreditation through a peer-evaluated self-assessment tool.
 - Why: Citizens, staff and local government leaders can be assured that Accreditation provides assurances that agencies have the capacity to deliver high quality programs, facilities and services to the community it serves.
 - NRPA CAPRA video provides some reasons why CAPRA Accreditation is a great benefit to communities all around the country.
- Kathy Bailey, Project Lead showed a PowerPoint presentation outlining the timeline
 - Establish Departmental team
 - CAPRA training for staff – May 1, 2019 @ Wicomico Shores Golf Course
 - Gather input and support
 - Begin work on Departmental 5-Year Strategic Plan
 - Presentation to Commissioners of St. Mary's County – Late summer/early fall 2019
 - Submit CPRA application form
 - Establish tentative date for CAPRA team visit
 - Work on self-assessment of the 151 Standards (37 mandatory fundamental/114 non)
 - Request review of self-assessment – spring 2021

- Host visitor review – spring 2021
- Submit additional documentation if needed
- CAPRA Accreditation determination – fall 2021
- Determination – usually occurs at the annual NRPA conference in the fall
- Board's response: Is this something that Recreation & Parks need; what will be the cost for Accreditation; Christine Kaila volunteered to attend the May 1 meeting; more information will be available at the May board meeting

Lexington Manor Passive Park Improvement Plan

- A survey was added to the R&P website to gather the public's input, the results and plan will be discussed at the May meeting
- Director Arthur Shepherd would meet with any board member at the site to show around and answer any questions
- Director Arthur Shepherd will meet with the Disc Golf League on Friday, April 5 to discuss their concerns

CIP Budget and Projects Update

- Director Arthur Shepherd and Parks Manager David Guyther gave a briefing of the CIP Park Improvements for FY2019 and FY2020 (recommended)

NEXT MEETING

The next meeting of the Recreation and Parks Board is scheduled for Thursday, May 2, 2019.

ADJOURNMENT

The meeting was adjourned at 6:35 p.m.

Darlene Stalcup, Recorder

Minutes approved by the Recreation and Parks Board on May 2, 2019.