

Reading Recreation Commission  
7:00PM  
3<sup>rd</sup> & Spruce Recreation Center  
Minutes of the August 14, 2018 Meeting

The Reading Recreation Commission was called to order on Tuesday, August 14, 2018 at 7:00PM by Donald Taddei Jr.

The board performed the Pledge of the Allegiance and Daphne took the roll call of the members. There were nine of nine board members present and they included Bernardo Carbajal, Christopher Celmer, Marcia Goodman-Hinnershitz, Ralph Johnson, Joseph Kelleher, Donald Taddei, Jr., Brian Twyman, Tyler Washington and Patricia Wright. The following board members were absent: none. Staff in attendance: Daphne Klahr, Executive Director, and Rebecca Swoyer, Business Manager (recording secretary). Guest: Alan Carman from Reinsel, Kuntz, Leshner LLC and Jean Kelleher.

Patricia Wright entered the meeting at 7:07PM

**New Business**

**Presentation of Annual Audit**

Alan Carman, CPA from Reinsel, Kuntz, Leshner LLP presented the 2017 audit of the Reading Recreation Commission.

Alan handed out the Financial Statements and Supplementary Information, December 31, 2017 and 2016 and read the Report to the Board of Directors.

He first presented The Financial Statements and Supplementary Information containing the Independent Auditor's Report; Financial Statements which were: Statement of Financial Position; Statement of Activities; Statement of Cash Flow; Notes to Financial Statements and Supplementary Information; Schedule of Functional Expenses. Alan reviewed all the information mentioning that the Reading Recreation Commission is properly preparing its financial statements. Alan asked if anyone had any questions. Joseph Kelleher asked about the increase in fundraising listed on page 4. Alan stated the majority of that increase is from the Reading Radsport Festival. He referenced page 13 where it gives you a breakdown of that fundraising number. A discussion followed. There were no further questions. Alan then continued with the Report to the Board of Director's and reviewed the Representation Letter. This is to inform the board of any major items that could come up during the audit. There were no items to note. Alan stated on the last page they report a material weakness to RRC because its lack of staff. The RRC does not have enough staff to segregation of duties. In order to resolve this RRC would have to hire more staff and at this time it is not warranted. Alan stated this is something we have noted every year in our audit. Daphne thanked Alan for the presentation of the audit.

*The Board performed a roll call of members to approve the 2017 audit: Bernardo Carbajal – yes, Christopher Celmer – yes, Marcia Goodman-Hinnershitz – yes, Ralph Johnson – yes, Joseph Kelleher – yes, Donald Taddei, Jr. – yes, Brian Twyman – yes, Tyler Washington – yes and Patricia Wright – yes. Motion passed 9-0.*

Marcia Goodman-Hinnershitz had new business. She stated that the Pagoda is owned by the City and run by the Foundation for the Reading Pagoda. It is a real opportunity as a landmark to upscale its utilization. Marcia spoke with Daphne on several occasions especially last year when they issued a request for proposal of the operation of the Pagoda. Marcia stated they would like to offer opportunities different from what has been offered over the years. . Daphne stated that Marcia contacted her approximately 4 months ago about possibly submitting an RFP for the Pagoda. Daphne explained that we did not submit the RFP specifically because the way it was written. It said that anyone that ran the Pagoda had to be self-sustaining. Some ideas for programming are to do painting classes to paint the Pagoda. Dave Kline from Pretzel City Productions said there could be acoustics with a coffee house theme. They could hold regular performances. There could be street performances with music, bicycles and adaptive cycling with BAMB and other events like that. While there are great ideas for programming, none of them will generate enough revenue to make the Pagoda self-sustaining without significant City support. Marcia feels donations will help make it successful. She said that the Foundation for the Reading Pagoda is only responsible for the operation of the activities within the building. The City is responsible for all the maintenance issues. Several discussions followed especially regarding copywriting the Pagoda.

Daphne took a moment to introduce our new city appointment to the board, Mr. Ralph Johnson, City of Reading Public Works Director. He is replacing Luke Schultz. We work very closely with public works so we are thrilled to have him here! Welcome Ralph!

### **Minutes**

The minutes from the June 12, 2018 will be reviewed at the October 9, 2018 meeting.

### **Treasurer's Report**

Marcia Goodman-Hinnershitz asked Daphne to summarize. Daphne stated we are still waiting on 3<sup>rd</sup> quarter payment from the school district. We are looking very good right now due to the Radsport. Money raised for the Radsport will be used to install a new walk in refrigerator at 3<sup>rd</sup> & Spruce to support our food service program. The revenue at the pool has taken a hit due to the weather. Actually all our programs have. Right now our income is \$1,282,137.17 and our expenses are \$1,061,247.86. Marcia asked if this is due to the Radsport. Daphne stated that the Radsport has made a huge difference! It has had positive repercussions that we couldn't even imagine. The following reports were available for review: Balance sheet Previous Month Comparison which compared months May & June 2018 & June 2018 & July 2018; Programs Profit & Loss budget vs. actual; Administration Profit & Loss budget vs. actual; Pool Profit & Loss Budget vs. Actual; Tennis Profit & Loss budget vs. actual; Income Detail Report & Expense Detail Report. Marcia asked if there were any questions, there being none,

*Patricia Wright made the motion to accept the Treasurer's report as presented. Joseph Kelleher seconded the motion. The motion was approved unanimously.*

### **Old Business**

#### **Resolution**

Daphne presented the Resolution 2018-2 for the proposed Bylaw changes. As discussed in the workshop meeting in April, it is proposed Bylaws changes for board membership. Daphne e-mailed this out to the board and highlighted in color the proposed changes with the wording from our solicitor, Brett Fegley. Daphne did not change the wording to what Brett sent. She informed the board that the wording can be changed. She provided the background to this for the board members that were not at the April workshop meeting. The idea is that we have 2 community representatives that are appointed each from the City and School District. By making this change it would give us the opportunity to allow one of those positions from each entity to be allowed to appoint someone who owns a business in the city or has significant interest in the city. We discussed it having to be worded that the person must also be an alumni of the reading school district, a reading business owner...basically however we want it to read. It does not mean you have to appoint that position but it gives the option to do so. Daphne gave examples of people who would be excellent candidates. We need more support from the business community in particular. This is being presented as your first review. We are looking to make it easier to get really good qualified people who have vested interest in our community and Reading. The way the board is set up currently is that there is 2 school board members, 2 city council members, 1 administrative member from each board, 1 floating member that goes back and forth and then 2 community representatives from each entity. It is the community representatives that we are talking about. Brian Twyman wanted it noted that he disagrees with this change. Right now we have 2 city spots open that are from city council. Brian stated he was not aware of that. A discussion followed. It was determined that the wording in specifications should include #1 being a city resident. Daphne stated she will change the wording and send it to Brett Fegley to have the changes made. Once he makes these changes, Daphne will send it out to the board members to review for wording. If there are no changes this will be presented at the October board meeting.

### **Executive Director's Report**

Daphne gave a verbal Executive Director's report for June & July 2018

#### **Highlights:**

1. PA Urban Parks & Recreation was hosted by RRC at 3<sup>rd</sup> & Spruce to talk about Opioid addiction. Our turn out was great with Detective Gombar from the District Attorney's office, the commissioner from Philadelphia and Marcia representing COCA. We received a lot of state publicity. Daphne passed out the flyer with our logo on it as well as Good for Cities, DCNR and PRPS that went out state wide. She stated that they talked about homelessness in parks which we have a lot in our parks, 3<sup>rd</sup> & Spruce, Neversink and down by the river to just mention a few. There were a lot of brochures and packets given out. It was a really good presentation! So good in fact, they want to come back for another presentation. They loved the

tour of the parks, the history of it, the presentation – everything! It was great for us but also for the presenters too.

2. Daphne gave an update on the façade improvement program with the South of Penn Task Force. Just to catch everyone up, we have partnered with the Wyomissing Foundation and the City of Reading to improve the facades, lights, siding, gates, porches, railing and safety issues to the entire 300 block of south 3<sup>rd</sup> street. This is a pilot project. A huge project that we are tackling. The City agreed to match the money from the Wyomissing Foundation to make it happen for all the homes on this block. Dolan Construction is helping us with all the costing and everything. It is moving along but slowly. We are hoping to get some porches started in the next month and by next spring all the projects will be moving along. We are the lead partner with that project. It is very exciting because most of the kids that live on that side of the street attend our programs! We are looking at a big grant to work on the sidewalks as well. We are working with Dean Rohrbach from West Reading & Public Works on this issue.
3. Daphne is serving on the Berks County Transportation Committee. They are redoing the bike ped plan. She was part of the original plan years ago when she worked for the West Reading Borough. Ralph Johnson is also on this committee. They are looking at safe routes to schools. They are looking at actually implementing real changes instead of just the general overview...we should have bike lanes, safe pedestrian crossings and things like that. They are trying to get these projects done and move forward. This is through Michael Golembewski and the Berks County Communications Center. We are just making sure from a recreation stand point we get our input. A lot of it is about cycling but our main concern is pedestrian because most of our kids walk to and from school.
4. We partnered with the Reading Police Department for National Night Out. We had an amazing night with a huge turnout. It was the best 1 ½ hr we had before it rained! We had over 500 people there. All the departments in the City came out for it. We had a strong showing from the police department. We are hoping next year it won't rain! It is always the first Tuesday in August.
5. If you see anyone from Carpenter Technology be sure to thank them. They supported our playground program for the second year in a row. They also supported our end of the year playground trip to Dutch Wonderland. Their CarTech Cares group has been amazing and very supportive of the RRC.
6. Daphne has made 2 presentations to the Clark Foundation. The Clark Foundation is the Clark family out of Lancaster. They own the Restaurant Store, Clark Mechanical & Clark Electric. We have had 2 meetings with them and they have expressed interest in installing and building our walk-in for 3<sup>rd</sup> & Spruce. We have one more meeting with the engineer. Ralph is going to be there. We have to get everyone on board because there is huge electrical issues and all kinds of things to consider. We have one more meeting and they will let us know if they are going to fund that project. If they do that means the money we have from the Radsport would be used for a walk-in for 11<sup>th</sup> & Pike.
7. We are currently working with RACC and the new president, Dr. Looney & Dr. Wernicki on our Back to School event. We also are working with their students throughout the year to work with our kids here and at our other rec center. They are very supportive of our Back to School event which is being held on Saturday August 25<sup>th</sup>. We expect to give away between 250 and 300 stuffed back packs. We also have haircuts and sell clothing. If anyone is available for that event it starts at 10:00 am. It is a great event. All kids must be present and receive a ticket for a backpack. We have food, a DJ, basketball and prizes. We are in desperate need of donations.
8. Daphne just met with DCNR. Ralph was there as well. We had an amazing meeting. Department of Conservation and National Resources came down to Reading to get a status report. We are finally moving forward on our open space plan. They have nothing but positive things to say. You will see some positive news coming out of DCNR. Reading in the next couple of weeks.
9. Brian Twyman stated that his understanding is that Hillside Pool is up for grabs again. The storage facility that was interested in buying that property backed out. Daphne stated that she just spoke to Glen Steckman today about Hillside Pool and he said to express that zoning turned down their application and the owner who wanted to put those storage units in said if they couldn't get the storage units then they didn't want anything. So now the City is looking into the possibility of pursuing it and that is where they are at. He contacted the relator and that is all that has happened. Daphne stated that Hillside is our #1 priority project. Marcia then asked about East Reading Pool. She stated it will be devastating for the neighborhood to have that big empty hole just sitting there. Daphne spoke with Glenn today and he said the City is pursuing obtaining East Reading Pool but they need a couple key signatures yet. Ralph stated that he will talk to Glenn about this. A discussion followed regarding grant money and DCNR.

10. Patricia Wright then asked if there was an update on the spray garden at Barbey's playground. Ralph stated that the problem with the spray ground at Barbey's is the kids clogging the drain. When they do that it burns out the controls which are \$150.00 to replace. He stated it happened so often that a few years ago they stopped replacing the controls. He stated he has it on his list but has not been able to get a hold of Gilmore Henney who took over the remodel of that park. Daphne informed Ralph that Gilmore Henney folded their money into the Berks County Community Foundation. They no longer have an executive director. It is just John Gilmore and Chad Henney. We worked directly with John for the Barbey's playground program but their money is going directly to the Berks Community Foundation and the only way to access that is to file for a grant. We would need to go through Berks Community Foundation. However, they are only giving out 4% a year.
11. We had our Lantern Parade on Thursday August 9<sup>th</sup>. Thank you to the board members that came out and showed your support. The lantern parade was awesome. The kids from 9 playgrounds marched around with their lanterns. Get out and Play was our theme this year. We had nice press coverage for it.
12. As you might have seen we have been in the paper quite a bit in the last couple of weeks!
13. We held a press conference for the Reading Radsport Festival in the gym at 3<sup>rd</sup> & Spruce. It was very well attended. We had almost 50 people. Some were people from business in the community who wanted to learn about the RRC. They wanted to come to see what we do, see the food service program and take a tour. They are not funders of the Radsport or RRC at this time. This is a positive repercussion from the Radsport!
14. As Daphne stated the Reading Radsport Festival has had a lot of positive repercussions for us. The Clark Foundation being another one of them. They heard about the Radsport and sponsored it at a smaller amount, but then came to Daphne and said they want to sponsor the RRC at a larger amount directly and not go through the bike race. We use the Restaurant Store for our food service program. So they looked back and saw our purchasing history and know that we buy from them. This has just been very positive! We've had donations coming in from some of the racers that were in the Radsport. We have received so much positive press....people stating that they never knew city rec was doing this, or they didn't know it was a partnership between the City and the Reading School District. It is getting our name out there all over the place which is just fantastic! The Radsport itself, where we can bring in \$250,000.00 in sponsorship is amazing and this is only the second year. We have a three year commitment from Tower Health to be the presenting sponsor. Tower Health and Friends of Reading Hospital already support our food service program. They purchased our vans for us. It has been a really good partnership!
15. Daphne mentioned the Tower Health Gala which is being held at the Double Tree on September 27<sup>th</sup>. Tickets must be purchased by September 7<sup>th</sup> and you have to have a code off the invitation. It would be good to have a showing from the RRC. Daphne is attending the gala.
16. Daphne stated that the Reading Radsport Festival will be held on the same date and times as this year. If you are interested in being on the committee please let Daphne know and when the schedule comes out she will send you the information. The meetings have been every Monday at 4:00pm at the Reading Eagle in the board room. As far as the Radsport itself...we had a waiting list for entries for men's criterium on Saturday which is like NASCAR on bikes around the streets of West Reading and then Sunday we had the Mount Penn uphill climb which was local teams and businesses who puts teams together and they raced up the hill to get to the memorial tower. It was awesome! We also had a youth cyclocross this year. We had lots of entries for this. Patricia Wright asked with cyclocross is. Daphne stated it is mountain biking over obstacles and you can also carry your bike. So if there is a hill that is too steep you can actually get off your bike and carry it up the hill and then jump back on your bike and ride. You have options to jump off ramps or you can go down the side of the mountain. It was behind the bandshell and went down into the park. It was really hard. The guy that designed it was a personal cyclocross rider. We will be making changes to this course for next year. We had the kids from the Reading Bike Hub who did the wheelie competition Saturday in West Reading. That looked very cool but unsafe because they refuse to wear helmets. Several members of the board felt they should be told they have to wear helmets and proper footwear or that can't attend in the Radsport. A discussion followed regarding the Bike Hub, Jason Orth and BAMBA. Dave Kline, Nick Price and Ryan DeWalt would like to do organized rides with those kids and meet with them every week. They want to start a club. Dave has volunteered to spear head that. We want them to be involved but we need them to start a good example. Just an FYI the presenting sponsor for the Radsport was Tower Health. Our main sponsors after them were Penn National Gaming and the Edwin Barbey Charitable Trust. We had a lot of big name companies that were supporters and now know about the RRC.

17. COR Tennis just wrapped up Friday Night Lights up on the mountain at Hampden Park. They have had an amazing summer and somehow were able to avoid a lot of the rain. Daphne gave a formal shout up to Matt Lubas, Larry Zerbe and the tennis crew for doing an excellent job!

*Patricia Wright made a motion to accept the Executive Director's report as represented. Christopher Celmer seconded the motion. The motion was approved unanimously.*

### **Public Comment**

Marcia Goodman-Hinnershitz stated that the former residents and people considered alumni of East Reading are having a reunion this year where they expect approximately 500 people to come to the reunion which will be in September. As part of that they are setting up a fundraising committee and the group is going to create license plates that they are going to sell at the reunion. With that money they want to contribute and do some work at Pendora, Neversink or 10<sup>th</sup> & South. Marcia felt it would be best for recommendations to come from the RRC to the East Reading Reunion Association on where this money could be spent. Marcia asked for a needs assessment on Neversink. Ralph Johnson stated that Sandy Hummel contacted him and he spoke with her and put her in contact with Ramsey. Ralph stated he was not sure what came out of that but Sandy and Ramsey are working together. Daphne stated that members from East Reading were here today looking through old photos & photocopying them for their event. They were going through our archives and were here most of the day.

Donald Taddei Jr. mentioned that there are 2 individuals trying to start an alumni program for the Reading High School football program much like the basketball program. So if you go on Facebook I am sure Reading Youth Athletics has shared it. They are setting up some fundraisers one being bowling at Hiester's Lance. If you are interested in becoming a part of that check it out!

Ralph Johnson stated that he felt Daphne should be reimbursed for the cost of her ticket to the Tower Health Gala. She is there representing the RRC.

*Bernardo Carbajal made a motion to reimburse Daphne Klahr's ticket price to the Tower Health Gala on September 22, 2018 for \$300.00. Ralph Johnson seconded the motion. The board performed a roll call of members - Bernardo Carbajal – yes, Christopher Celmer – yes, Marcia Goodman-Hinnershitz – yes, Ralph Johnson – yes, Joseph Kelleher – yes, Donald Taddei, Jr. – yes, Brian Twyman – yes, Tyler Washington – yes and Patricia Wright – yes. Motion passed 9-0.*

### **Adjournment**

There being no further business to be brought before the board,

*Christopher Celmer made a motion to adjourn the meeting at 8:45PM. Bernardo Carbajal seconded the motion. The motion was approved unanimously.*

Upcoming meetings

October Recreation Commission Meeting – Tuesday, October 9<sup>th</sup>, 2018 at 7:00PM, 3rd & Spruce Recreation Center.

Respectfully submitted,  
Rebecca Swoyer  
Recording Secretary