

CITY OF BERKLEY
PUBLIC NOTICE
PARKS AND RECREATION ADVISORY BOARD
MEETING MINUTES
7:00 P.M. AUGUST 8th, 2024 COMMUNITY CENTER

CALL TO ORDER: 7:00 PM

Present: John Nicolai, Melissa Hammond, Betty Smith, Mike Kirby, and J.D. Otto

Also, present: Dan McMinn and Bobby Green

APPROVAL OF AGENDA: Approved by Mike Kirby, support by Betty Smith

APPROVAL OF 6/13/24 MINUTES: Approved by Mike Kirby, support by Melissa Hammond

PUBLIC COMMENTS: No public comments

BOARD BUSINESS

1. Board Update – New Members/Board Elections

- Mike Kirby and J.D. Otto have been appointed to the board.
- Motion to nominate Mike Kirby to serve as Chair, approved by Melissa Hammond. Supported by John Nicoli. All in favor.
- Motion to nominate J.D. Otto to serve as Vice Chair, approved by John Nicolai. Supported by Mike Kirby. All in favor.
- Motion to nominate Melissa Hammond to serve as Secretary, approved by Betty Smith. Supported by J.D. Otto. All in favor.

2. Introductions – Bobby Green, Recreation Program Manager

- Bobby Green introduced himself; he is excited to be in the role. Bobby attended Western Michigan University, where he studied Recreation Support Management. Went on to work with the Pistons (in charge of youth engagement and development for about 3 years). Found a perfect opportunity with this position, and was really excited about coming back to Berkely, as he had spent quite a bit of time in Berkley during his youth.
- Dan McMinn noted that Bobby joined the team about 1 month before summer camp started, and came in and hit the ground running. The team is very happy to have him.

3. Summer Camp Update/Wrap-Up

- There have been great a group of returning Directors who helped to get the processes implemented. There is one week left of camp, and it has been a huge success.
- Implemented Director “Shadow” Program for new hires to shadow Directors. They will be able to move into Director roles next summer, and fill vacancies should they come up during the current summer camp.
- Had 107 kids total at the camps. License allows up to 200 kids per day (based on the size of the facility, Anderson Middle School). When Early Bird Registration hit, 100 spots had been filled within 2 days.
- A few highlights: A group went to the Michigan Capitol and did a tour, and met Natalie Price. They went to Sea Life and Lego Land, and Jimmy John’s Field in Utica (where campers were able to run the bases and meet the mascot). Visited Blake’s Farms and Lake Saint Clarie Metro Park. Next week on the final day, they will have a fire truck visit for sprinkler activities, check out the truck, and Kona Ice will be onsite.
- John inquired about internal documentation when Bobby joined the team. It was explained that each year, a licensing manual must be created (which includes things like swim

guidelines, behavior management, and all training documents). The State Licensing Exam occurred in mid-July and there were no findings.

- Betty really enjoyed seeing the kids from camp around Berkeley this season.

4. Summerfest Update/Wrap-Up

- Amanda oversees planning/executing these events. Dan cannot thank her enough.
- Busy summer of events:
 - Yesterday was the last of 3 summer concerts.
 - Did a movie in the park.
 - Event at Bacon Park (which was very well attended).
- On August 22nd, there will be an Ice Cream Social and movie at Oxford Park. The ice cream social starts at 6:30 p.m. The movie starts at 7:00 p.m.
- Cruise Fest is next Friday. There will be a band and movie. IKEA coming with a selfie station and furniture to set-up. The furniture will be donated.

5. Community 1 Update

- Over the last year, the city and the Berkeley School District were working to find an opportunity to bring improvements to Community Field #1. City Council was not ready to move forward with the agreement with the Berkeley Schools at this time; however, conversations about a new agreement with Berkeley Schools around Community Field #1 are expected to continue in the future.

MISCELLANEOUS:

- Planning for a late September Halloween movie. The team continues to build on past successes and continues to strive to be better.
- Senior events to start back up in the fall. Beginning the planning process. Betty expressed her gratitude to the staff for senior activities.
- J.D. appreciates the opportunity to get involved with the board.
- Betty feels things are going well, and is very happy with Parks and Rec. Enjoys all the programs. Dan has been doing great.
- Melissa welcomed J.D. to the group and welcomed Bobby.
- John thanked the Parks and Rec staff for summer camp, and welcomed J.D.
- Bobby wanted to thank everyone for committing time to the board. Bobby serves on a board in the Detroit Y. Looking forward to working with everyone.
- Dan welcomed J.D. and is very happy to have him. Very thankful for the Parks & Rec staff and cannot thank them enough for all their hard work.
- Mike welcomed J.D. to the board and is happy to be back on the board. It is great to have Bobby on the team. Mike appreciates Amanda and the rest of the team.

ADJOURNMENT: 8:18 p.m.

NEXT MEETING OCTOBER 10th, 2024