



Advisory Board Minutes
December 12, 2022 @ 6:00 p.m.
Davie County Community Park – Conference Room

Invocation: Paul Moore

Members present: Steven Corriher, Roger Funderburk, Ali Hartman, Michael Jaycocks, Caroline Moser, Shannon Moore, and Drew Ridenhour

Members absent: Greg Barnette, Chris Branham, and Ben Love. Ex-officio: Mark Jones

Staff Present: Paul Moore and Drew Sims

Announcements:

- Paul Moore announced members Michael Jaycocks, Drew Ridenhour, Greg Barnette, and Steve Corriher will be rolling off the board at year-end. Each member has dedicated their time, service, and commitment to help DCRP develop our community park and create immeasurable impacts to our community.
- Paul Moore introduced newest team staff Drew Sims (Athletic Program Director) to the board. Drew and board member and shared a few words.

Election of Chair and Vice Chair:

- Steve Corriher made the motion to nominate Chris Branham as chair for 2023. Motion seconded by Michael Jaycocks. Vote: 7-0 motion carried.
- Drew Ridenhour made the motion to nominate Shannon Moore as vice-chair for 2023. Motion seconded by Michael Jaycocks. Vote: 7-0 motion carried.

Consent Agenda: Michael Jaycocks the motion to accept the consent agenda including minutes and staff reports, and seconded by Caroline Moser. Vote: 7-0 motion carried.

Old Business: There were no old business matters.

New Business:

- A. Facility operation changes: Paul Moore updated the board on the following facility changes
 - Indoor/outdoor lock-out restrooms to close for the winter season. This in response to three separate weekends of teens throwing wet-toilet paper on walls and mirrors, removing soap dispenser packs, and one instance of a ceiling tile placed in a toilet. One
 - One male teen has been banned for six-months for his actions of throwing wet-toilet paper on bathroom walls and mirrors.
 - There are two sets of bathrooms in the main and auxiliary wings for public use.
 - Staff to evaluate re-opening lock-out restrooms in the spring.
- B. DCRP program changes: Paul Moore announced that staff will transition to a six-month, two-program season beginning in October 2023. Seasons will be Fall/Winter from October to March and Sprint/Summer April to September. Transition will allow:

- Staff to begin marketing roll-out of change in early Summer 2023.
 - Staff to make necessary adjustment in program and event planning.
 - Small reduction of program guide costs estimated at \$2,000.
- C. Track and turf field reservation/rules changes: Paul Moore proposed new signage changes needed. New prohibited item clarifications; field reservation processes and clarifications.
- Shannon Moore made the motion to approved recommended and corrected changes. Seconded by Caroline Moser. Vote: 7-0 motion carried.
- D. DCRP community-recreation agency grant policy: Paul Moore presented one minor-proactive change to the current policy.
- Ali Hartman made a motion to approve the recommended change and allow DCRP staff to open the 2023-2024 grant cycle beginning December 13, 2022. Seconded by Michael Jaycocks. Vote 7-0 motion carried.
- E. Volunteer-criminal background screening policy: Paul Moore presented the new policy.
- The document is a current department procedure that needs to become a policy and requires advisory board recommendation and BOC approval.
 - Policy provides clearer direction for staff to follow and provided for a checks and balances system allowing access by County Human Resources to ensure completeness of background screening and ensuring staff are following policy guidelines.
 - Specific attention focused on guidelines for disqualification.
 - Roger Funderburk inquired about screenings for volunteers or hires who are underage (16-17) as most offenses will not show.
 - Paul Moore noted the valid concern. Will follow up with HR and County Attorney to inquiry about best practices and additional protocols for underage volunteer applicants.
 - Drew Ridenhour made the motion to recommended policy approval. Seconded by Steven Corriher. Vote: 7-0 motion carried.
- F. Board meeting dates '23: Paul Moore presented 2023 meeting schedule. Noted that with four members rolling off that the board may revisit the meeting schedule to make adjustments as needed.
- Roger Funderburk made the motion to approved the 2023 advisory board meeting schedule. Seconded by Steven Corriher. Vote: 7-0 motion carried.
- G. Advisory board recruitment: Paul Moore announced recruitment for four new members is still open.
- Three potential residents were provided.
 - Paul Moore to connect with residents names provided and requested board to email any other name considerations.

H. **Miscellaneous** – None

Adjournment: Caroline Moser made a motion to adjourn. Seconded by Shannon Moore. Vote: 7-0. Adjourned at 7:04 p.m.