

**Latrobe-Unity Parks & Recreation
Commission Meeting Minutes
December 17, 2009**

The monthly meeting of the Latrobe-Unity Parks & Recreation Commission was held on Thursday, December 17, 2009. Mrs. Susan Mains called the meeting to order at 4:30 p.m.

Roll Call:

Present:

Mr. Jake Blank	Mrs. Susan Mains	Mrs. Patt Fenton	Randy Stas
Mr. Bruce Jones	Mr. Tom Long	Mr. Matt Smith	Mr. Fabian Giovannagelo
Ms. Jeanne Ashley	Mrs. Dawn Vavick	Mrs. Cynthia Smith	Mr. Craig Shevchik
Mr. Brandon Simpson			

Absent:

Mr. Dan Hennessy

Approval of Minutes:

Mr. Smith motioned to approve the minutes. Second, Mr. Jones.
(Vote 8-0)

Executive Session:

N/A

Public Comment:

Mr. James R. Okonak, of The Latrobe Foundation and the McFeely Rogers Foundation attended the meeting. He was pleased to announce his support of the Senior Rec-Connect grant.

Bills and Communications (for approval and / or action):

Mrs. Mains and the Commissioners reviewed the expenditures.

A motion was made to accept the un-paid bills by Mr. Stas. Second, Mrs. Fenton. (Vote 8-0)

A motion was made to accept the pre-paid bills by Mr. Blank. Second, Mr. Giovannagelo. (Vote 8-0)

Report of the Committees:

Personnel:

Ms. Ashley is planning to implement minor changes to the personnel manual in 2010. Once her research is complete she will share her information with the Personnel Committee. After reviewing the anticipated changes the chair will make a recommendation to the Commission regarding this matter.

Terms for the following Commission members are expiring in '09:

Mr. Stas – Unity Twp. Representative

Mrs. Fenton – Greater Latrobe School Board Representative

Mr. Long – City of Latrobe Representative

If you are interested in being considered for re-appointment please submit your letters of intent to your respective municipalities. Appointments are made in January.

Finance:

The Commission reviewed the monthly financial reports.

Ms. Ashley and the Commission thanked Mr. Okonak for the generous allocation of \$17,000.00 for the Senior REC-Connect grant. The Commission and Ms. Ashley are grateful for the continued support of the McFeely Rogers Foundation!

Mrs. Mains asked if there were any questions regarding the proposed 2010 budget. There were none.

Mr. Bruce Jones made a motion to approve the 2010 Budget. Second Mr. Long. The budget passed unanimously 8-0.

A roll call vote was taken, here are the results:

Mr. Jake Blank - Yes Mrs. Susan Mains - Yes Mrs. Patt Fenton - Yes Randy Stas - Yes

Mr. Bruce Jones - Yes Mr. Tom Long - Yes Mr. Matt Smith - Yes Mr. Fabian Giovannagelo - Yes

Facilities:

The Unity Park pavilion has been winterized. Ms. Ashley will meet with the Unity Township Supervisors to determine rules, policies, security, signage and lighting for the Unity Park site. Ms. Ashley looks forward to meeting with the Supervisors to develop the site.

The dirt delivery is completed at Cardinal Park. It was a very messy project, but will be well worth it once the park is completed! Seeding, curb cuts and a parking lot are the next step in this project.

Ms. Ashley wanted to thank the City of Latrobe, Joe Bush and his Public Works crew for the wonderful job they did dismantling the old green Maintenance shed in Legion Keener Park and for cleaning the streets during the Cardinal Park project. They did a fantastic job and it was greatly appreciated.

A group of men want to use the All-Purpose Field for Flag Football. There is an ordinance against the playing of Flag Football on the fields, but LUP&R will accommodate their needs through the end of 2009. A long term solution to their field problem is being considered.

Report of the Executive Director:

Mr. Craig Shevchik submitted the program report. There were 1360 individuals who participated in the 10 programs that ended in November. Net income for these programs was \$21,689.30.

The 15th annual Turkey Trot was a HUGE success. Over 900 runners/walkers participated on Thanksgiving Morning! Several racers took advantage of the new "Early Bird Packet Pick-Up"! Food was also collected for the Westmoreland County Food Bank. Everyone had a wonderful time! Thank-you to Mrs. Fenton and her family for hosting the water station on East Tacoma Ave.

Approved LUP&R minutes were sent to the Greater Latrobe School Board, Latrobe City Council, and Unity Township Supervisors the first week of the month.

A joint brochure for March of 2010 is being published by the City of Latrobe, Greater Latrobe School District, and Latrobe-Unity Parks & Recreation. This joint effort will reinforce and help our community better understand our regional / partnership / cooperative efforts. All intergovernmental entities are committed to participating with the exception of Unity Township. All copy is due by mid January for a mid February release.

Unfinished Business: None

New Business:

Mrs. Mains thanked all of the Commission members, Ms. Ashley and the LUP&R Staff for their dedication and service. The Commission is coming together in the true spirit of regional cooperation. She is heartened to see such great strides being made, and the camaraderie within the group! She also thanked Mr. Okonak for all of the support over the years. It is truly appreciated!

Mr. Smith would like to meet with the Foundation and LUP&R to discuss the use of the Irving Avenue Field for track events.

Mr. Smith made a motion to adjourn at 5:30 PM. Second, Stas.

The next meeting will be held on **January 21st at 4:30 PM at Unity Township**

Respectfully submitted,

**Mrs. Dawn M. Vavick
Program Administrative Assistant - Latrobe-Unity Parks & Recreation**

Approved by Susan Mains – 1/21/10