

Williamson Park Committee Meeting, January 10, 2017

Attending: Andy Cohen for Peggy Cohen, Chairman, Roseanne Brasington, Vice-Chairman, Travis Galloway, Kyle James, Walter Langley and Ryan Whitlow, committee members; also, Eddie Lott and Councilman Bryant Gardner.

Meeting called to order at 5:36 pm

Action Items

- 1.) Motion to approve minutes from November 2016 meeting by Travis, second by Walter; unanimous approval
- 2.) Resignation from committee by Regina Smeltzer due to health concerns. Having completed her 5-year term, this is Roseanne's last meeting with committee. We thank them both for their service.

New committee members are James Cooper and Ryan Whitlow. Eddie reviewed expiration dates for existing members and will contact a potential committee member to approve at the next meeting to fill the vacant position. Board Forms were completed by all members present for City of Darlington to update website.

- 3.) City Councilman, Bryant Gardner addressed committee on proposal to utilize some of the 2017 city funds to promote possible new fundraiser involving a lighted walk in the park during the Christmas season. The park committee approved initial support unanimously.

- 4.) A-Tax funds application due February 1st so Eddie will apply for 2017 and request \$5000.

- 5.) Go-Daddy Website expires January 20. Motion made by Andy to renew for 2 years; second by Travis. Approved unanimously. Andy will renew hosting and domain for 2 years and bring receipt to Eddie.

- 6.) Eddie gave budget review: Current bank balance of \$13,900. City has received insurance check so will reimburse park fund for park repairs from storms, \$6,164 including the \$500 deductible. According to Lisa Rock, Darlington County also owes the park \$340 for deposit of a check from Sunoco which was accidentally deposited by the county.

Eddie reported that Willie may leave since he now receives Social Security benefits. Committee discussed a pay raise of \$1/hour or possible quarterly bonus – Eddie to discuss with Howard and Lee.

- 7.) Eddie mentioned Crystal from city parks & recreation will coordinate a Dog Walk in the Park as a fundraiser with Darlington Humane Society on St. Patrick's Day.

- 8.) Park Update: Repair of kiosk at Christian Court and mulch update.

- 9.) Discussion of future events for park: planning to possibly have oyster roast in November.

- 10.) Eddie passed out copies of 2012 Park Strategic Plan to be reviewed for next meeting so can be revised and updated.

Meeting adjourned at 6:45 pm. Next meeting on February 21 at 5:30 at Darlington County Library.

Williamson Park Committee Meeting, February 21, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Andy Cohen for Eugene Vaughn, Jimmy Cooper, Travis Galloway, Kyle James, Walter Langley and Ryan Whitlow committee members; also, Eddie Lott and Roseanne Brasington.

Meeting called to order at 5:35 pm

Action Items:

- 1.) Motion to approve minutes from January meeting by Peggy, second by Andy; unanimous approval.
- 2.) New Members re-introduced
- 3.) Financial Update: As of 1/31 Park account balance is \$20,518.14 with a net deposit so far for the Park Run of \$9,252. Maintenance expenses in January for invasive removal totaled \$1,558. Eddie will bill for salary after February.
- 4.) Park Update: Crystal Gibson presented event ideas that the recreation dept. is planning for the park for 2017. Has requested the park pay for advertisement on Peach Jar for the upcoming Easter egg hunt and movie planned for April 8th at dusk. Andy made motion to provide \$200 for advertising cost; second by Walter. Other events are a movie around the Labor Day race week, the Oyster Roast in November and Christmas lights, snow machine and visit with Santa. Crystal will provide details at an upcoming meeting.
- 5.) Review/Revision of Strategic Plan: 2012 Strategic goals were reviewed for what has been accomplished and what is ongoing. Action Steps were presented and each member provided written recommendations for Eddie to compile and email to all members for review. Committee will discuss further at next meeting.
- 6.) New Business Items: Roseanne would like for the park website and kiosk literature to list contact information for donations made to the park. Jimmy recommended we approach the Darlington County Institute of Technology with a competition for the graphics or marketing students to create a donation card. He and Eddie will contact them.

Meeting adjourned 7:00 pm. – motion by Peggy, second by Walter. Next meeting scheduled March 14, 2017 at 5:30 pm at Darlington Recreation Center.

Williamson Park Committee Meeting March 14, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice Chairman, Caroline McRae, Secretary, James Cooper, Andy Cohen for Travis Galloway, Kyle James and Walter Langley, committee members; also, Eddie Lott and Rosanne Brasington.

Meeting called to order at 5:36 pm

Action Items

- 1.) Strategic Plan Review/Revision – Mission Vision, reviewed Vision Statement and discussed revisions
- 2.) Strategic Plan Review/Revision – Goals, reviewed Strategic Goals and discussed revisions
- 3.) Strategic Plan Review/Revision – Action Plan, reviewed Action Plan and compiled list of all revisions which Eddie will present at next meeting.

No other agenda items were discussed.

Meeting adjourned at 7:40 pm. Next meeting on April 11th at 5:30 at Darlington Recreation Center.

Williamson Park Committee Meeting, April 11, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Travis Galloway, Kyle James, Eugene Vaughn, Ryan Whitlow, committee members; also, Eddie Lott.

Meeting called to order at 5:36 pm

Action Items

- 1.) Motion to approve minutes from March 2017 meeting by Eugene, second by Kyle; unanimous approval
- 2.) Financial Update – Net income of \$3400 after March expenses. Current balance of \$19,500. 3.) City Councilman, Bryant Gardner addressed committee on proposal to utilize some of the 2017 city funds to promote possible new fundraiser involving a lighted walk in the park during the Christmas season. The park committee approved unanimously.
- 3.) Updated Strategic Plan Finalization – Reviewed and recommended corrections to present at next meeting. Motion to approve plan as amended by Kyle, second by Travis; unanimous approval.
- 4.) Park Update: Eddie and Willie will need approximately \$1000 for lumber to repair back bridge. A group of Biology students from The Governor's School for Math & Science will tour the park. The park website has been updated with a donation form.

Meeting adjourned at 6:35 pm. Next meeting on May 9th at 5:30 at Darlington Recreation Center.

Williamson Park Committee Meeting, May 9, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Andy Cohen for Travis Galloway, Roseanne Brasington for Walter Langley, Eugene Vaughn and Ryan Whitlow committee members; also, Eddie Lott

Meeting called to order at 5:35 pm

Action Items

- 1.) Motion to approve minutes from April 11 meeting by Eugene, second by Ryan; unanimous approval.
- 2.) Financial Update: Budget report through end of April shows account balance of \$19,891; park expenses are \$2600 less than budgeted for fiscal year so far. Repairs to bridges cost \$945 but were paid with Recreation dept. funds.
- 3.) Park Update: Part of the boardwalk has been repaired and lumber has been purchased to complete repairs. Primarily are doing summer maintenance with invasive control, etc. at this point and researching best method to remove remaining debris piles. Eddie will investigate anti-slip products to use on boardwalks.
- 4.) Park Run Contract: Information on services and costs (approximately \$975) have been gathered from a group from Conway, Simply Timing, to provide online registration and timekeeper services for this year's run and to list race on their calendar. Motion made by Andy to accept contract with Simply Timing, second by Eugene; unanimous approval. Parade Permit with Darlington County is approved.
- 5.) Farm-to-Table: Approached Jenny Peze to assist with planning a fund raiser for Spring 2018 with City of Darlington's assistance.

New Business

- 1.) Advertisement – Bird Watching Magazine: Recommended that we consider advertising along with City and Darlington Chamber for 3 ads in this quarterly magazine starting next Spring. Ad cost \$800 each. Motion to approve by Andy, second by Eugene; unanimous approval.
- 2.) Meeting with Career Center: Director, Robbie Smith gave Eddie a tour of the facility and services the students can provide. Recommends the park partner with the graphic design and marketing programs to create a marketing strategy and design a new logo, possibly as a contest for the students.
- 3.) SC Sec of State – Charitable Contributions: Eddie clarified that the Park qualifies for 5013C status solely through the 5013C status of the city. Contributions should be made to City of Darlington/Williamson Park Fund to eliminate question.
- 4.) Vacant seat: 1 seat remains open. Several people were mentioned so will be contacted to find out their interest and presented at next meeting.

Meeting adjourned 6:45 pm. – motion by Andy, second by Roseanne. Next meeting scheduled June 13 at 5:30 pm at the Baldwin Recreation Center.

Williamson Park Committee Meeting, June 20, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Travis Galloway, Walter Langley, Eugene Vaughn and Ryan Whitlow committee members; also, Eddie Lott, Andy Cohen.

Meeting called to order at 5:35 pm

Action Items

- 1.) Motion to approve minutes from May 9th meeting by Peggy, second by Walter; unanimous approval.
- 2.) Financial Update: Budget report through end of May shows account balance of \$19,890. Proposed FY17-18 budget increased by \$2000 due to anticipated income for fund raisers and decrease in expenses for invasive removal. Motion to accept FY17-18 budget as proposed by Travis; second by Eugene; unanimous approval.
- 3.) Park Update: "Slippery When Wet" signs installed on boardwalks; purchased for \$100. Too wet to do much maintenance.

Eddie is still researching best method to remove remaining debris piles and anti-slip products to use on boardwalks.

Willie discovered a new invasive plant and has almost eradicated it. Eddie recommended a small compensation be given for Willie's work; motion made by Travis to give cash gift; second by Peggy; unanimous approval.

Ben Williamson does not plan to renew license to spray invasive plants when expires in 6-9 months and City has no plans to provide license so at this time any spraying will have to be contracted out on an as-needed basis. Eddie feels most of the invasives can be controlled without spraying at this time.

Making It Grow plans to film a segment in the park with Dr. John Nelson for their ETV program.

James Ryan White has applied for the vacant committee position; Travis recommended that his application be presented at the July council meeting; second by Peggy; unanimous approval. August will be his first meeting if approved.

- 4.) Park Run Contract: Deposit has been sent to Simply Timing, to secure services for this year's run. All permits are in. Next meeting we will focus on details for the run and cover sponsor list more fully.

Meeting adjourned 6:30 pm. – motion by Walter, second by Eugene. Next meeting scheduled July 11 at 5:30 pm at the Baldwin Recreation Center.

Williamson Park Committee Meeting, July 11, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Andy Cohen for Travis Galloway, Kyle James, Eugene Vaughn and Ryan Whitlow committee members; also, Eddie Lott.

Meeting called to order at 5:40 pm

Action Items

- 1.) Motion to approve minutes from June 20th meeting by Andy, second by Kyle; unanimous approval.
- 2.) Open Committee Seat: Motion made by Ryan to rescind recommendation to City Council for James Ryan White to be reviewed for open committee position, second by Andy; unanimous approval. Proposal made by Andy that previous recommendation for Parker Howle be re-issued for council's review and approval, second by Ryan; unanimous approval.
- 3.) Financial Update: Budget report through end of June shows account balance of \$20,673, concluding FY 16-17 with a positive net income of \$4,177.
- 4.) Park Update: Mulch is being applied to paths and all boardwalks are complete and cleaned. Issue about 501C3 compliance has been resolved with Secretary of State since Williamson Park is part of the City of Darlington. Park will pay \$50 to register the Park Run as a fundraiser.
- 5.) Park Run: County has approved \$800 ATAX grant to Park for marketing. McLeod donation of \$1,000 for Park Run has been received. Discussed sponsor list more fully.

Meeting adjourned 6:35 pm. – motion by Eugene, second by Kyle. Next meeting scheduled August 8 at 5:30 pm at the Baldwin Recreation Center.

Williamson Park Committee Meeting, Aug. 8, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Travis Galloway, Parker Howle, Kyle James, Eugene Vaughn and Ryan Whitlow, committee members; also, Lee Andrews for Eddie Lott, Roseanne Brasington and Andy Cohen

Meeting called to order at 5:35 pm

Action Items

- 1.) Motion to approve minutes from July meeting by Kyle, second by Caroline; unanimous approval.
- 2.) New Member: Welcome to Parker Howle, new member.
- 3.) Financial Update: Tabled until Eddie Lott returns for September meeting.
- 3.) Park Update: Map of park expansion proposed by Bryant Gardner was distributed. Hopes to present to City Council this Fall. If approved, plan will be completed in phases.
- 4.) Park Account: Howard would like second person authorized to sign park checks along with Eddie Lott. Peggy nominated Travis, second by Ryan; unanimous approval.
- 5.) Park Run: Simply Timing website should be updated shortly with all information about the run. All permits are final. Kyle will be ordering t-shirts and banners to display on the Square. Eddie will mark all trails. Peggy will ask Gloria Hines to present awards.

Meeting adjourned 6:30 pm. – motion by Eugene, second by Travis. Next meeting scheduled Sept. 12 at 5:30 pm at the Baldwin Recreation Center.

Williamson Park Committee Meeting, September 19, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Andy Cohen for Travis Galloway, Kyle James, Walter Langley, and Roseanne Brasington for Eugene Vaughn.

Meeting called to order at 5:30 pm

Action Items

- 1.) Motion to approve minutes from August 8th meeting by Andy for Travis, second by Peggy; unanimous approval.
- 2.) Financial Update: Budget report to date shows account balance of \$28,739. Approximately \$11,000 in donations has been received for Park Run to date.
- 3.) Park Run: Due to Hurricane Irma, Park Run was postponed. Motion made by Kyle to reschedule to November 11, second by Peggy; unanimous approval.
- 4.) Meeting adjourned 6:30 pm. – motion by Caroline, second by Andy. Next meeting scheduled for November 7th at 5:30 pm at the Baldwin Recreation Center.

Williamson Park Committee Meeting, November 7, 2017

Attending: Peggy Cohen, Chairman, Vacant, Vice-Chairman, Caroline McRae, Secretary, Andy Cohen for Ryan Whitlow, Travis Galloway, Kyle James, Walter Langley, and Eugene Vaughn.

Meeting called to order at 5:30 pm

Action Items

- 1.) Motion to approve minutes from September 19TH meeting by Peggy, second by Kyle; unanimous approval.
- 2.) Financial Update: Budget report to date shows account balance of \$26,887.53. Approximately \$11,400 in donations has been received for Park Run to date.
- 3.) Park Update: Bridges used for Park Run have been sprayed to remove moss; appears to be effective so plan to complete remainder of the bridges. Will spread sand on bridges for race as well. Porta-johns will be set up on square for race.
- 4.) Park Run: All on schedule for race for Saturday Nov. 11th. Meet at Darlington Square at 7:30. City will provide tables and water.

New Business

- 1.) Duke Grant: Will discuss plan for letter of intent to apply for Duke Grant at next committee meeting; letter due by April 2018.

Meeting adjourned 6:15 pm. – motion by Eugene, second by Walter. Next meeting scheduled for December 5th at 5:30 pm at the Baldwin Recreation Center.