



## Clayton Recreation Sports and Wellness Commission Meeting Minutes

February 16, 2024

Via Zoom

8:30 a.m.

The meeting was called to order at 8:30 a.m. by Bridget McAndrew.

Commission Members in attendance:

Rob Bertman  
David Gipson, Ex-Officio  
Jason Growe  
Kathleen Gund  
Rick Hummell  
Bridget McAndrew  
Nisha Patel, Ex-Officio  
Stella Whitney (Mayor's Youth Advisory Council)

Commission Members absent:

Amy Rubin

### 1. Addresses from the Audience

There were no addresses from the audience.

### 2. Approval of Minutes

A motion was made by Bridget McAndrew to approve the minutes of November 17, 2023 meeting as submitted. Motion was seconded by Jason Growe. Motion approved unanimously.

### 3. Reports/Discussions

#### Center Communications and Marketing Update

Gabrielle Macaluso, Communications Manager, and Kristin Bryant, Marketing & Communications Specialist, from the City of Clayton shared an update of the Marketing and Communications Plan for the Center of Clayton.

#### Center Membership Report

Valerie Egel, Superintendent of Administration, reported FY24 first quarter membership summary and January membership unit report to the Commission.

#### Financial Reports

Toni Siering, Director of Parks and Recreation, reviewed the FY24 first quarter financials and a draft of the FY23 Year End Financials. Valerie Egel, confirmed with the Commission that they received the CRSWC FY23 Audit Summary of Significant Risks statements through an email from our auditors, Sikich LLP.

### 4. Director's Report

Ms. Siering reported the Center of Clayton is planning two open houses – the first on Thursday, April 25<sup>th</sup> for corporate promotion and the second on Saturday, April 27<sup>th</sup> which will be geared towards

families. Also, on April 27<sup>th</sup>, the Parks and Recreation Department will partner with the City of Brentwood Parks and Recreation to host Tons of Transportation on the Center's upper parking lot.

Discussion was had on the possibility of closing the Center for few days for annual cleaning. Historically, the Center has remained open to members throughout the year and cleaning/maintenance projects have been completed during "slow times". By closing the facility to members for a short time, staff would be able to complete more customer facing projects (ex: painting) with fewer interruptions, as well as larger cleaning projects. The Commission stated that they were ok with closing for a weekend in the future for cleaning and/or maintenance.

The May 17<sup>th</sup> CRSWC meeting will be rescheduled to Friday, May 10<sup>th</sup> due to a Board of Alderman retreat.

The meeting was adjourned at 9:30 a.m.

Minutes recorded by Valerie Egel.

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