

Town of Colonial Beach
Parks and Recreation Advisory Commission (PRAC)

Meeting Minutes

February 7, 2022 at 6:00 PM
CB Community Center, 717 Marshall Avenue



Members Present: Karen Grisevich
Mike Munnis
Eileen Heath
Inesha Thompson
Lisa Okes

Council Liaison: Kenny Allison

Staff: Sally Adams

1) Call to Order

The meeting was called to order at 6:12pm.

2) Roll Call of Members

Ms. Grisevich took attendance. Everyone was present.

3) Additions to the Agenda

9.f. "Housekeeping items and advertising" was added to the agenda. Board members suggested adding "committees" to the March agenda.

4) Approval of the Agenda

The agenda was approved with additions.

5) Approval of Minutes

Ms. Grisevich asked for a motion to approve the minutes from the February meeting. Ms. Heath made a motion to approve the minutes. Mr. Munnis seconded the motion. *The motion to approve the minutes was passed with a unanimous vote.*

6) Introductions/Citizen Input (3-minute time limit)

7) Council Report

Council member Kenny Allison was unavailable.

8) Director's Report

Interim Director Sally Adams reported

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9) **Agenda Items:**

a. Colonial Beach Youth Activities Association (CBYAA)

Commissioners discussed making CBYAA a committee of PRAC.

**b. Role of Accessibility Committee and reporting to the Commission
(Committee Chair - Debbie Stachkunas)**

- Sally Adams agreed to invite Accessibility Advocates Committee Chair, Debbie Stachkunas, to the next Parks & Rec Advisory Commission Meeting.
- ShamROCK accessibility event featuring rock painting is March 18 at the Community Center
- The Medicaid Waivers meeting is on the Parks & Rec Facebook page
- Paperwork for Medicaid Waivers will be loaded as PDFs to the Parks & Rec Facebook page.

c. Appointment of New Clerk (to be done by Chair)

Ms. Grisevich appointed Sally Adams as the new PRAC Clerk

~~d. Programming~~

Ms. Grisevich moved to scratch "d. Programming" from the Agenda. Ms. Thompson seconded the motion. *The motion was approved.*

e. By-laws

Ms. Grisevich asked Mr. Munnis to take the lead in reviewing the By-laws. Ms. Thompson suggested quarterly PRAC meetings with subcommittee meetings occurring every 6 weeks. Ms. Grisevich suggested continuing as is. Mr. Munnis noted that quarterly meetings without a quorum could mean large gaps between meetings *with* a quorum. Ms. Grisevich pointed out that the schedule for the year is already turned into Town Council. Mr. Munnis noted a change could still happen down the road. Ms. Heath said the Commissioners could check in before the meeting long enough ahead to determine whether they have a quorum. Mr. Munnis encouraged self-reporting to relieve the Director of managing attendance. Mr. Munnis asked to have everyone review the By-laws and clean up inputs and edits. Ms. Okes suggested shortening the document to eliminate redundancies. Mr. Munnis offered to update the By-laws and have the Commission review them by February 24. Ms. Adams will load them into SharePoint to move toward a final version for voting. Mr. Allison suggested Ms. Adams compile the changes and create a clean copy to share.

f. Housekeeping items and advertising

Ms. Grisevich would like Ms. Adams to continue the Friday updates. Ms. Heath asked to get the minutes earlier. Ms. Adams agreed she would deliver minutes earlier. Ms. Heath asked to look at ways to encourage more people attend the PRAC meetings. Ms. Okes suggested that the more the public is involved in Parks & Rec, the more it will encourage further involvement.

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10) Council Recommendations

Ms. Heath asked for the Commission to determine how many Commissioners should be on the Commission. Mr. Allison made a recommendation for leaving the number at five (5) and putting out regular requests for applications in order to have a list of applicants to choose from when an opening becomes available. Ms. Grisevich wants to Commission to publicize both Parks & Rec programs as well as PRAC to generate interest in Parks & Rec. Ms. Grisevich mentioned encouraging other groups to partner with PRAC as Greenspace has.

11) Adjournment

Ms. Grisevich adjourned the meeting at 7:12pm.