

ALAMANCE COUNTY  
RECREATION AND PARKS COMMISSION  
MINUTES OF THE TUESDAY, DECEMBER 19th, 2017 MEETING  
CEDAROCK PARK ADMINISTRATIVE OFFICES  
3916 R. DEAN COLEMAN ROAD, BURLINGTON NC 27215

Members Present (Underlined): Chairman Mr. Earl Jagers, Vice-Chair Lee Isley, Mr. John Paisley, Mr. Mark Payne, Commissioner Bill Lashley, Mrs. Kelly May, Ms. Ann Meletzke, Mrs. Barbara Massey; Mr. Kirk Puckett

Recreation and Parks Staff Present: Brian Baker, Director

**I. COMMUNICATIONS**

A. Call to Order

Meeting was called to order and a quorum established at 6:00 PM.

B. Approval of October 17<sup>th</sup> Minutes

Upon a motion of Barbara Massey and the second Lee Isley the minutes of the October 17<sup>th</sup>, 2017 meeting were approved unanimously.

**II. PUBLIC COMMENT**

No public comment was offered.

**III. REPORT OF THE CHAIRMAN**

No report was offered by the Chairman

**IV. REPORT OF STAFF**

A. Monthly Departmental Report

Brian Baker reported on the Department's activities in December and January including construction updates on Saxapahaw Island and the Cedarock Park Equestrian Complex.

**V. UNFINISHED AND OLD BUSINESS**

A. Discussion of Honoring Edgar Cashwell

After a brief discussion, and on the motion of Kelly May and the second on Lee Isley, the Commission voted unanimously to place a plaque in honor of Edgar Cashwell at the new Saxapahaw Island Park. The location of the plaque will be determined by departmental staff at a later date.

**VI. NEW BUSINESS**

A. Proposed Lease of Office Space in Glencoe

Brian Baker presented information regarding the need for an office location for the department in Glencoe Mill Village and the terms of available space. Upon the motion of Ann Meletzke and the second of Kirk Puckett, the Commission voted unanimously to approve moving forward with the lease of office space.

B. Discussion of Park Naming Policy

A draft of a naming policy for the Department was presented to the Commission. After a brief discussion, Commission moved by acclamation to table a decision on the policy until the next meeting.

**VII. ADJOURNMENT**

The Commission adjourned the meeting at 6:55 by acclamation.

Respectfully Submitted, Brian Baker