

**MINUTES
BAY OAKS RECREATIONAL CAMPUS
ADVISORY BOARD (BORCAB)**

Town Hall
2525 Estero Blvd.

Fort Myers Beach, FL 33931

Thursday, October 10, 2017

October 12, 2017.

I. CALL TO ORDER

Meeting was called to order at 9:00 a.m. by Chair Simpson.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Members present: Dan Allers, Dave Anderson, Janna Holmes, Lee Melsek, Betty Simpson and Rae Spole.

Excused: Becky Bodnar

Staff present: Sean DePalma and Sarah Mayher.

New members Dan Allers and Lee Melsek introduced themselves.

IV. APPROVAL OF MINUTES - February 2, 2017* and August 10, 2017

*The February 2, 2017 minutes were approved at the March 9, 2017 meeting with Mr. Anderson's motion and Ms. Monahan's second. They were approved again at this meeting.

MOTION: Mr. Anderson moved to approve the February 2, 2017 minutes; second by Ms. Spole.

VOTE: Motion passed unanimously.

MOTION: Ms. Spole moved to approve the August 10, 2017 minutes; second by Ms. Holmes.

VOTE: Motion passed unanimously.

V. PUBLIC COMMENT - no public comment.

VI. ITEMS FOR DISCUSSION - Staff Reports

Mr. DePalma described minimal damage from Irma. He noted that they were addressing an older pump that broke down. He indicated that program participation was down due to the hurricane. (Ms. Mayher spoke off microphone about an escape room.)

Mr. Anderson congratulated Mr. DePalma for the way he handled the budget. Mr. Anderson questioned whether the damaged pump was covered under insurance. Mr. DePalma replied that the expense would come out of the capital expenditure but they were exploring insurance

options. Mr. Anderson questioned whether the geothermal system had been installed. Mr. DePalma stated it was installed in July. He described programming features and he noted the electric bill decreased.

Ms. Sprole described how staff stepped up before the storm.

Ms. Holmes was impressed with how well Mr. DePalma and Ms. Mayher handled everything.

Mr. Melsek reviewed several issues with Mr. DePalma. Mr. Melsek will research whether the pool was regional at one point. Mr. DePalma discussed ownership and maintenance of parcels affiliated with Bay Oaks. He explained why a certified survey was necessary. Mr. Melsek described why he was concerned regarding ownership of specific parcels. He suggested involving the Town Attorneys. Mr. DePalma replied that they would be involved if needed. Mr. Melsek questioned applying for grants and hiring a professional grant writer. Mr. DePalma described previous grants and he indicated that he would speak with the Town Manager regarding a grant writer.

Mr. Allers questioned what Mr. DePalma planned to do to attract more visitors to Bay Oaks. Mr. DePalma stated that social media had been ramped up, specific demographics would be targeted, staff was developing professional skill sets and special events would be marketed regionally. Mr. Allers offered his assistance whenever it was needed.

Mr. Melsek indicated that Sanibel moved dog licenses and parking permits to their recreation center. The move resulted in people joining the center. Mr. DePalma pointed out differences between Sanibel and the Town of Fort Myers Beach.

Mr. DePalma indicated that funding for a strategic planning session was in the budget. He noted that he was working on marketing strategies with the school and library. He described his plan to revitalize Oak St. to be the entryway to the heart of the Island.

Mr. DePalma stated that he would look to hire the same person who facilitated the strategic sessions for Town Council and the Cultural and Environmental Learning Center Advisory Board (CELCAB).

MOTION: Mr. Anderson moved that BORCAB accepts the responsibility of taking on the task of the strategic plan to be presented to Council upon completion; second by Ms. Holmes.

VOTE: Motion passed unanimously.

Mr. DePalma stated that he was preparing an RFB for flooring. He indicated that he would offer two options in the bid: replace the top membrane of the floor or redo the floor from the concrete up. Mr. Melsek supported replacing the entire floor. Mr. DePalma stated that all vendors suggested using the existing floor as an additional moisture barrier. Mr. Melsek suggested determining the cause of the moisture issue and repairing it. Mr. DePalma replied that it was a foundation issue for the entire facility and it would not be feasible to address it. Discussion was held regarding materials for the floor and the integrity of the structure of the building. Mr. DePalma stated that rebuilding the structure will be part of the strategic session.

Mr. DePalma asked BORCAB to consider participating periodically at Town Council meetings by reporting on BORCAB's activities and creating rapport with Council Members. Consensus was reached to periodically present a report to Council.

Mr. Anderson questioned what Bay Oaks was planning for New Year's Eve. Mr. DePalma replied that he was meeting with the Town Manager to discuss options. Mr. Anderson suggested informing people that there will not be fireworks.

VII. PUBLIC COMMENT - no public comment.

VIII. MEMBER ITEMS

Ms. Sprole questioned whether Mr. DePalma worked with the Chamber regarding free leads. Mr. DePalma responded that he did work with the Chamber for specific events.

Mr. Anderson indicated that the Chamber's newsletter was electronic and perhaps Bay Oaks could secure a spot in the newsletter. Mr. DePalma agreed.

Ms. Holmes congratulated Mr. DePalma regarding the budget. She appreciated his hard work.

Mr. Melsek questioned the timeline for the strategic plan. Mr. DePalma indicated the plan could take up to a year to complete. Mr. Melsek believed that the Bay Oaks building had to go because it was not functional as a community center. He suggested researching State and Federal grants.

Mr. Allers requested a tour of Bay Oaks facilities. Mr. DePalma will send an email with dates so other members could participate.

Chair Simpson thanked Mr. DePalma, Ms. Mayher and staff for all their work before and after Irma. She was glad that cupcakes would be available on New Year's Eve.

IX. ADJOURNMENT

MOTION: Ms. Sprole moved to adjourn the meeting; second by Mr. Anderson.

VOTE: Motion passed unanimously.

The meeting was adjourned at 11:01 a.m.

Adopted 11-9-17. with/without changes. Motion by Janna Holmes
(DATE)

Vote: _____ Signature: 

- End of document

Strategic plan: