

YOUTH BUREAU ADVISORY BOARD MINUTES

DATE: 10/9/12

The regular monthly meeting of the Youth Bureau Advisory Board was held on Tuesday, October 9<sup>th</sup> at 4:30 PM at the Youth Bureau in the Conference Room.

Commissioners present: Eberhart, SanJule, Steele, Baier

Commissioners excused: VanGorder, Wright, Tobin

Others present: Director McNerney, Assistant Director Scott, Intern Robert Cutright

The minutes of the previous meeting, Financial, Director, Assistant Director, Recreation Supervisor and Youth Services Activity Reports were read and accepted as part of the regular meeting.

There wasn't a quorum, so no motions were made.

The bills totaling \$18,827.72 were reviewed for payment.

Other Business:

- A. Reviewed minutes from 9/11 meeting. There were no corrections to the minutes.
- B. Reviewed Financial Statement for September.
- C. Reviewed the bills for September. John pointed out the bill for the County Highway Department, fuel for the month of August (\$1,691.46) one of our biggest months for fuel. Ted McBride's bill for top soil (\$320.00) in Suggett Park was for where the trees were removed. Cheerleading and Soccer uniforms came to \$1,539.70, but this is covered by the registration fee. The carpet (\$8,571.00) at the Teen Center includes work to sub-flooring; an additional \$1,500.00 for the sub-flooring. Extended the job by one week. Worked over Labor Day weekend.
- D. Reviewed Activity Reports. John's Report: Item 13, Bob asked about meeting of the Landscape & Design Committee. John met with Mike Dexter and Diane Batzing regarding replacement trees at Suggett Park. Chose 10 trees to replace the cherry trees that were taken down. They are hardy oak trees. DPW employees will be planting the trees in the spring. Cindy asked about the Pumpkin Fest. John said there was a lot of turf damage. Jim Dempsey and the Pumpkin Fest committee will be handling the clean up. There is a rutted area on the Greenbush Street. Is the festival outgrowing this location? John discussed his meeting with the Mayor's Environmental Committee. We use very few chemicals in the park now. We do not use fertilizer to take care of bee hives, we hire a specialist. NYS Parks has a policy that we will use to develop our toxic chemical policy for the Youth Bureau.

Cecile's Report: Cecile discussed the transition of the Youth Bureau GED program to OCM BOCES which will happen in December when Cecile retires. Cecile showed the board copies of the Wickwire Pool calendar which is currently on sale for \$10.00 with all proceeds to benefit the pool fund. The Community Center paid to have 50 copies of the calendar printed!

Andrea's Report: Continued to oversee fall programs. Great group of SUNY Cortland students coaching soccer!

Youth Services Division Report: Erica worked at the drug take back program at the Cortlandville Fire Department, which had a record number of medications received. John attended the bands for Wickwire event at the Youth Center. Over 100 teens attended. Heather organized the event with 4 bands.

- E. John discussed the 2013 Operating Budget. Since Mack has become Finance Director, the preparation of the budget has been taken to a whole new level. Mack is looking at the "true cost" of each employee. Mack now prepares the figures for all full time personnel lines adding in all fringe benefits, longevity, health insurance, retirement, etc. The 2013 Budget of \$1.2 million for the Youth Bureau, up from \$924,068. Up about \$200,000 probably because of the reflection of the "true cost" of each full time employee.

Highlights:

- John added 1 seasonal maintenance personnel (\$4,800)
- Replace Youth Bureau van (\$25,000)
- Beaudry Park baseball lights, to upgrade to safer system (\$7,500)
- Replace shower heads at beach
- Replace carpet in office area (\$7,000)
- The City Budget is \$18 million.
- There are 4 retiring who will not be replaced.
- Health Insurance Changes – Tompkins County Health Consortium. They pool resources for health insurance. There are 17 municipalities involved.
- Cortland County radio system is included; \$9,300 is the Youth Bureau contribution.
- Tonight is a town hall meeting of the Operating Budget.

- F. Beaudry Park update: The new location is a big improvement over the previous building. Utilities have been installed, siding will be stained next summer. Fingerlakes Construction will be pouring floor and sidewalks this week and next week. Dennis has been overseeing the project everyday. Hope to be open late December or early January. Will talk to the mayor about ideas for the grand opening. There is \$15,000 in contingency funds for fire alarm system that rings directly into the fire department and other odds and ends.

Meeting adjourned at 5:45 PM.

Respectfully submitted, Cecile Scott