



Minutes

Facility Use Committee

November 20, 2018

4:15pm - Leary Conference Room

Attendees: Dr. David Baugh, Mary Alice Brancato, Craig Bisacquino, Cindy Bradney, John Creighton, Joanne Liebert, Rebecca MacInnes, Judy Markoski, Mark B. Miller, Ryan Mulford, Colleen Ruch, Robert Whartenby

Topic	Notes	Follow up
1. Review of Minutes:	<ul style="list-style-type: none"> - The minutes from the October 24, 2018 meeting were reviewed and are acceptable as written. 	
2. Review of 707-AR-2. Application for Temporary Use of School Facilities - revised:	<ul style="list-style-type: none"> - This AR was revised based upon suggestions received from John Creighton, Athletic Director. - The revisions include the addition of items that may be requested by guests who are requesting to use district facilities. It is helpful for the custodians to know ahead of an event if a group needs to use specific equipment and/or tables and chairs set up. - The AR is acceptable as revised. 	
3. Review of 707-AR-4. Facility Use Roster:	<ul style="list-style-type: none"> - This AR was reviewed and discussed. - Mrs. Brancato asked why we need a roster. It was explained that we need to determine how many people using our facilities are community members. The makeup of the group determines which class the group falls into which affects costs to use the facility, as indicated in Policy. - Mrs. Brancato expressed a concern that it's a lot to write down and the user requesting the facility may not have a full list of names. The form will be revised to add, "or attach existing roster" to alleviate duplicating work. - Mrs. Brancato asked why we can't just trust their word. It was explained that it's been proven in the past that some people aren't honest when applying for use of facilities to avoid paying the cost indicated in Policy. 	
4. Review of Class 3 Fees Comparison with Surrounding Districts:	<ul style="list-style-type: none"> - John Creighton compiled a chart comparing costs to use facilities in surrounding districts. The consensus is that Centennial School District's fees are fair, if not low, in comparison to other districts. - The consensus of the group is that we need to take care of district facilities for the long haul. The more use they get, the more it will cost for upkeep. 	

5. Suggestions/recommendations:	<ul style="list-style-type: none"> – A suggestion was made by Cindy Bradney to provide a phone call or email communication follow-up to the contact person of each group to confirm their needs and to review costs and rules surrounding facility use. – A recommendation was made to add more “No Smoking” signs on district property. – A suggestion was made to add language to 707-AR-2. Application for Temporary Use of School Facilities to include that alcohol and controlled substances are prohibited as well as the addition of a ratio for person:lifeguard when using the pool. – A suggestion was made to make changes to the current pricing structure. This will be added to the next agenda. 	The policy and AR will be updated as per § 3270.115. Water Activity.
6. Review List of Facility Use by Organization 2016/17 and 2017/18:	<ul style="list-style-type: none"> – There was lengthy discussion surrounding waiver of fees for “for-profit” organizations who use our facilities even though the organizations may be comprised of 100% residents. – A recommendation was made to collect a 503c from organizations who claim to be non-profit. 	
7. Review Facility Use Revenue for 2016/17 and 2017/18 an OT costs:	<ul style="list-style-type: none"> – This data was reviewed. 	
8. Archbishop Wood Facilities Agreement 2017/2020:	<ul style="list-style-type: none"> – The agreement was reviewed and discussed. – The district permits the Archbishop Wood football team to play its home games in the William Tennent stadium. The agreement provides guidance as an MOU would to ensure procedures and expectations are clear to both parties. 	
9. Review of Upper Dublin Policy and ARs as examples:	<ul style="list-style-type: none"> – The committee ran out of time. These documents will be reviewed at the next meeting. 	
10. Adjournment: Next Meeting	Tuesday, January 15, 2019 @ 4:15pm	