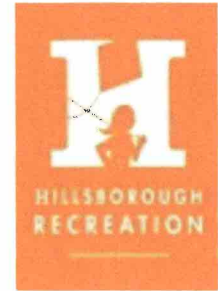


HILLSBOROUGH RECREATION
REGULAR MEETING, RECREATION COMMISSION
VIA Zoom Webinar
Monday, November 16, 2020- 5:00 PM
Via Zoom: <https://hcsdk8-org.zoom.us/j/82287164803>



Approved Meeting Minutes of November 12, 2020

1.0 CALL TO ORDER

Commissioner Benton called the meeting to order at 5:00 PM

2.0 ROLL CALL

Present: Don Geddis, Margi Power, Larry May, Jay Benton, Michelle Bosschart, Louann Carlomagno, Tony Giacomazzi, Joyce Shen and Jeralyn Schoenherr

3.0 [APPROVAL OF THE MINUTES](#) Action [Approval of the Regular Meeting Minutes of September 21, 2020](#)

It was moved by Don Geddis and seconded by Larry May to approve the Regular Meeting Minutes of September 21, 2020. All in favor.

4.0 CONSENT AGENDA Disc/Action Motion *“approve the consent agenda”; not debatable; requires a unanimous vote. If any member of the Commission, Executive Director, or public so request, any item shall be removed from this selection and placed in the regular order of business.*

[4.1 2020 Fall Programs, Fees, and Contractors](#)

[4.2 2020 Summer Programs, Fees, and Contractors](#)

[Facilitron Report 1](#) - February-June

[Facilitron Report 2](#) - July-September

[Facilitron Report 3](#) - Lost Revenue March 2020- October 2020

It was moved by Larry May and seconded by Don Geddis to approve the consent agenda. All in favor.

5.0 INFORMATIONAL UPDATES, DISCUSSION

Information/Disc/Action

[5.1 Recreation Director’s Report](#)

Director Tony Giacomazzi reported on status of programming:

Preschool

We’ve made a conscious decision to cap our classes at 12 students per class to limit the exposure and risk to students, staff and parents. Distance learning program is being offered five days a week, if parents choose. We’ve recently learned that the West Preschool play structure has dry rot and will unexpectedly need to be replaced. Tony is looking into new play structures in the coming weeks and will bring more information to the February meeting.

Elementary

Looking for virtual options classes for spring programming. Successful HIVE summer program has rolled into Virtual learning and aftercare programming. Beginning of the year offerings have evolved based on HCSD’s return to school procedures. After school programming will continue in January after winter break.

Middle School Sports

We're not using third-party contractors on any of our campuses. We've been able to run limited middle school in-person clinics using HCSD employees who are familiar with and complying with COVID safety regulations. Ran Viking Running Club, Outdoor and Indoor Volleyball and Athletic Development, following social distancing guidelines and non-sharing of equipment.

Adult Programming

Not much adult programming is possible due to pandemic. Tennis has been busy and court reservations are filling up. Booking at \$75 per hour during the week, available on a first come, first served basis on the weekends for all Hillsborough residents. Lessons are ongoing, capped at four students per class.

Summer Programming

Tony reported that we'll have winter programming via HIVE. Working on planning for summer and want to make sure parents know we are coming back. Galileo will not be returning to our campuses. Recreation plans to offer HIVE programming and use the facilities. Considering Crocker bridge program, something that has not been done before.

Facilities

Hillsborough Little League used our fields for fall camp through an MOU with Hillsborough AYSO. AYSO used North, South and West for smaller group camps, all using our return to school guidelines.

[5.2 The Hillsborough Preschools Survey Data](#), a survey was sent after the September meeting. The majority of the responses were either in our program or familiar with it. The top four factors in deciding on a preschool are location, hours, philosophy and cost. The survey force-ranked the questions. Tony's reviewed the results with staff. No recommendation at this time. We'll need to do another survey, refining questions to drill down further for more guidance.

[5.3 Hillsborough Recreation Certificate of Deposit](#)

Jeralyn Schoenherr reported on the US Bank Certificate of Deposit that is scheduled to mature and proposed cashing it out to invest in the current LAIF account which has a much higher interest rate and is fully liquid.

Don Geddis motioned to approve and Larry May seconded the motion to cash out the CD and invest in the LAIF account. All in favor.

6.0 [ACTION ITEMS](#) Information/Disc/Action [6.1 2019-2020 Audit Report](#)

Sheldon Chavan from Chavan and Associates reported on the year end audit and reported that this has been an interesting year with more going on than just numbers. Sheldon reviewed the impact that COVID-19 had on the financials reporting a \$388,000 loss in tuition and other revenue. Aside from COVID, not much has changed over the last ten years. This was a very clean audit with no issues noted. Assets and revenues are down, liabilities are up. Summer School programming went up, preschool revenues went down. There were negative impacts across programming due to COVID-19. Salary and benefits went up, while contract services and support services went down. Cash reserves took a hit due to refunds issued and Capital assets remained stable.

Motion by Larry May seconded by Don Geddis to approve the audit report as presented. All in favor.

7.0 [TOWN-DISTRICT COMMUNICATIONS](#) Information

Commissioner Geddis reported that HCSD is one of the three districts in the County with students back in person. K-5 started a month ago and Sixth graders started back on campus today. San Mateo County

has moved back to Red Tier. This won't impact our schools, but would hinder other districts not already open. Once a school has reopened, even if the County goes to Purple Tier, they are able to stay open. There have been a couple of positive test results that have been handled appropriately and completely contained.

Dr. Carlomagno reported that she is acting Principal at Crocker for a couple of weeks and it has been a treat to have 6th graders return. HCSD is looking to sign a contract with Curative and will have them on our Crocker campus on Saturdays available for testing for the Hillsborough community. We will work with the Town of Hillsborough for communicating this testing opportunity. HCSD will continue to offer Distance Learning to families who prefer not to send their children back in person.

Commissioner Larry May reported that this is Commissioner Benton's last official public meeting. He's spent twelve years at City Council. He thanked Jay for his contributions; he will be missed. Larry announced the new Council members and said they'd be meeting the second week in December.

Commissioner Benton also recognized Commissioner Margi Power, who will be stepping down as well. Margi was thanked for her contribution to the Commission, School District and community as well.

Commissioner Power announced that Kim Oliff would be filling her spot on the HCSD Board.

8.0 [PUBLIC COMMENTS](#)

None

9.0 ADJOURN, 6: 13 pm



Louann Carlomagno
Executive Director