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AGENDA  
REGULAR MEETING  
SPRECKELS CENTER ADVISORY COMMITTEE  
Thursday, October 11, 2018 at 11:00 a.m.

John D. Spreckels Center and Bowling Green  
1019 Seventh Street, Coronado, CA 92118

Committee: Rob Crenshaw  
Berie Grobe  
Francette Roeder  
Cindi Sanders  
Wendi Garrison  
Orlando Vales  
Roger Miller

Staff: Sherry McGlaughlin, Office Specialist

**1. PRELIMINARIES**

- 1.1. Call to Order and Roll Call
- 1.2. Approval of Minutes September 11, 2018
- 1.3. Agenda Changes

**2. ORAL COMMUNICATIONS**

Each person wishing to speak before the Spreckels Center Advisory Committee on any matter not on the agenda please stand up, state your name, and make your statement. State law generally precludes the committee from discussing or acting on any topic initially raised during oral communications. Your Information may only be received and either placed on the next agenda or referred to the Director of Recreation.

**3. INFORMATIONAL ITEMS**

- 3.1. Director’s Report:
- 3.2. Supervisor’s Reports
  - 3.2.1. Review of 92118-day celebration
  - 3.2.2. Request for Armchair Travel Committee members – W. Garrison, Recreation Supervisor
  - 3.2.3. Review new classes and event dates for Spring 2019 – W. Garrison

<u>Event</u>	<u>Date</u>	<u>Day</u>	<u>Location</u>
Valentine’s Luncheon	02/13/19	Wednesday	GR Full & Kitchen
Intergenerational Breakfast	04/03/19	Saturday	GR Full & Kitchen
May is Older American’s Month	TBD	TBD	GR Full & Kitchen

- 3.2.4. Review facility schedule for Spring 2019 (February through May) – W. Garrison
  - 3.2.5. Review of installed atomic clock – W. Garrison
  - 3.2.6. Review and update of ongoing operations projects – O. Vales, Recreation Supervisor
- 3.3. Committee Reports
  - 3.3.1. CLBC Membership and attendance update – B. Grobe, CLBC President
  - 3.3.2. CSA Membership and attendance update – C. Sanders, CSA Board Member

**4. ACTION ITEMS**

- 4.1. Approve movement of CSA Film Forum from Grand Room South to Grand Room North
- 4.2. Approve proposed CSA events:

<u>Event</u>	<u>Date</u>	<u>Day</u>	<u>Time</u>	<u>Location</u>
Coffee Social	11/03/18	Saturday	9:30-10:30 am	Front Patio
Spanish Cultural Class	01/15-02/19/19	Tuesdays	3:30-4:30 pm	GR N or S
Health Services Fair	03/09/19	Saturday	10 am-2 pm	GR Full

**5. ATTACHMENTS**

- 5.1.

**6. FUTURE TOPICS**

- 6.1. Approve membership and formation of Ad Hoc Workgroup for Television Programming (4 members)
- 6.2. Presentation on facility rentals and marketing strategy – T. Floor, Office Assistant

The next regular meeting of the Spreckels Center Advisory Committee will be held on Thursday, November 8, 2018 at 11 a.m., at the John D. Spreckels Center, 1019 Seventh Street, Coronado, CA 92118.

IT IS RECOMMENDED THAT AN APPLICANT OR APPLICANTS' REPRESENTATIVE APPEAR BEFORE THE BOARD TO ADDRESS ANY AGENDA ITEM IN WHICH THEY HAVE AN INTEREST. OTHERWISE ACTION MAY NOT BE TAKEN.

Materials related to an item on this Agenda submitted to the Recreation Department after distribution of the agenda packet are available for public inspection in the Spreckels Center at 1019 Seventh Street between 9:00 a.m. and 5:00 p.m., Monday through Friday.

**Spreckels Center Advisory Committee  
Special Meeting**

September 12, 2018  
3:00 pm  
Grand Room South – Spreckels Center  
1019 Seventh Street  
Coronado, CA 92118

**Minutes**

1. ROLL CALL:

PRESENT: Miller, Garrison, Vales, Roeder, Sanders

ABSENT: Crenshaw, Grobe

1.1. MINUTES: Review and approval of minutes from August 9, 2018 meeting

M / S / P: Sanders/Roeder motion to accept minutes from August 9, 2018 meeting.

AYES: Miller, Garrison, Vales, Roeder, Sanders

NOES:

ABSTAIN:

ABSENT: Crenshaw, Grobe

1.2. AGENDA CHANGES:

Move Item 3.2.3 in front of item 3.2.1

Combine items 3.3.4 and 3.3.5

2. ORAL COMMUNICATIONS:

None

3. INFORMATIONAL ITEMS:

3.1. DIRECTOR'S REPORT

3.1.1. R. Miller – Reviewed 2018 National Citizen Survey results with committee

3.2. SUPERVISOR'S REPORT:

3.2.1. W. Garrison – Presented new employee, Joe Monkman, to the committee

3.2.2. W. Garrison – Reviewed upcoming class and event proposals: remembrance classes, cooking classes and "May is Older Americans Month" event

B. Austin: Recommends research into vendors the Coronado Library uses during their summer festival for programming at the Spreckels Center.

3.2.3. W. Garrison – Reviewed registration process and of the shifting of Armchair Travel from the Board’s responsibility to the City’s. Surveys will be distributed and collected to determine what the program looks like moving forward

3.2.4. W. Garrison – Discussed installation of Community Board and policies and procedures for flyer display.

3.2.5. O. Vales – Reviewed current operations requests, specifically relocation of Spreckels Center grill.

3.3. Committee members presented the following:

3.3.1. Reporting secretary read attendance numbers for CLBC provided by B. Grobe.

3.3.2. C. Sanders – presented updated attendance and increase in membership.

3.3.3. C. Sanders – reviewed process of vetting of instructors and materials fee associated with some activities.

3.3.4. C. Sanders – Party Bridge will no longer be held on Mondays. A Spanish/cultural immersion class will start in 2019. Additional class proposals were presented and will be voted on next meeting. Requests for dates after May 2019 will be voted upon in the appropriate month per the previously distributed deadline calendar.

<u>Event</u>	<u>Date</u>	<u>Day</u>	<u>Time</u>	<u>Location</u>
Coffee Social	11/03/18	Saturday	9:30-10:30 am	Front Patio
Spanish Cultural Class	01/15-02/19/19	Tuesdays	3:30-4:30 pm	
Health Services Fair	01/18/19	Saturday	10 am-2 pm	
Breakfast	03/09/19	Saturday	10 am-12 pm	GR Full

4. ACTION ITEMS:

4.1. Approve CLBC events calendar for February – May 2019

M / S / P: Roeder/Sanders motion to approve CLBC calendar as presented

AYES: Miller, Garrison, Vales, Roeder, Sanders

NOES:

ABSTAIN:

ABSENT: Crenshaw, Grobe

4.2. Approve staff’s recommendation to permanently move SCAC meeting time to 11 a.m.

M / S / P: Roeder/Sanders motion to move meeting time as presented.

AYES: Miller, Garrison, Vales, Roeder, Sanders

NOES:

ABSTAIN:

ABSENT: Crenshaw, Grobe

4.3. Review and approve CAC recommended clock designs for the Spreckels Center.

J. Burnside: requests a clock at the front desk.

S Austin: recommends a mock-up of clocks.

M / S / P: Miller/Sanders motion to purchase and install one round 12.5” Seiko atomic clock as presented. Clock location and styling will be reviewed at an upcoming meeting.

AYES: Miller, Garrison, Vales, Roeder, Sanders

NOES:

ABSTAIN:

ABSENT: Crenshaw, Grobe

5. FOLLOW UP:

5.1. Receive staff information and approve membership and formation of Ad Hoc Workgroup for Television Programming (4 members)

5.2. Presentation on facility rentals and marketing strategy - T. Floor

5.3. Review atomic clock location and styling

5.4. Review and approve CSA classes for February – May

5.5. Review and approve BBQ location outside of the exterior storage rooms, currently utilized by CLBC

6. ADJOURNMENT: 3:41 p.m.

Prepared By:

Approved By:

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Sherry McGlaughlin, Office Specialist

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Roger A. Miller, Director of Recreation and Golf