

Haverford Township - Ice Rink Advisory Board

Meeting: Tuesday, August 20, 2024

Time: 7:00 p.m.

Location: 1014 Darby Rd., Havertown Pa., 19083, Room C

Agenda

Call to order

Roll Call

Reorganization

Approval of minutes from last meeting – July 16, 2024

Public Comments

Financials

Old Business

- Locker Room Capital Improvements - Update
- Banner Placement and policy
- 50th Skatium anniversary committee

New Business

Adjournment

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Time: 7:00 p.m.

Location: 1014 Darby Rd., Havertown Pa., 19083, Room C

Minutes

Attendees:

Jeremy Beha, Barbara Latsios, Kate Stickel, Rob Cohen, Jason Brinn, Aimee Cuthbertson, Rick Turnbull, Chris Rodgers, Commissioner Liaison Brian Gondeck, and Rich Caesar

Absent:

Drew Simcox, Scot Lindelow, Adam Hayes

Call to Order:

Jeremy called the meeting to order at 7:03 pm.

Approval of Meeting Minutes from July 16, 2024:

Rob made a motion to approve the minutes.

Barbara seconded the motion.

Public Comment:

No public comment

Financial:

Financial are still behind for this month since the facility has recently reopened after the updates and repairs. However, the financials show that we are still profitable for the year.

Old Business:

Operations Manual:

It has been determined that this item has made significant progress and should be transitioned to the Skatium Management to maintain the working documents. It was also discussed that these documents should be revisited and revised on an as-needed basis or as the operation of the facility changes and matures.

Zamboni Replacement:

We received the charging pack and some of the connection accessories from the manufacturer of the new Zamboni. The Zamboni is expected to arrive in the next few

weeks.

Female Locker:

The presentation of the renovation plans was presented to the Commissioners on August 5, 2024 and was well received. Special recognition and thanks to Advisory Board member Barbara Latsios, Owners Representative Ken Matthews, and BKP Principal Joe Powell for an outstanding presentation. It was determined that the next steps will be to prepare the technical specification and bid specifications. Concurrently, The Haverford Township Code Department will review and inspect the documentation before they are released for bids. The bid packets should be ready for distribution in September with bids returning in October. It is expected that the award of bids will take place in November.

50th Anniversary Celebrations:

New subcommittee has been formed consisting of Advisory Board Members to advise the Skatium and Township and create an outline for the events for the 50th Anniversary Celebration.

Pamphlet Rack:

The backboard for the pamphlet has been installed. As soon as the content is available from each group the holders will be installed and made available to the public.

Electronic locker assignment board:

The new monitor has been mounted and is in the process of being configured. It is expected that it will be up and running in the next week or two

Advertising on the Boards:

Great progress has been made in a very short time. There has been 6 new advertiser, and 2 renewal advertisers signed over the last few weeks. It has been determined that this item has made significant progress and should be transitioned to the Skatium Management as a day-to-day operational duty. It was also discussed that advertisements may be revisited in the future on an as-needed basis.

Recruiting:

The full-time position has been fulfilled as a result of the posting. The postings for the remaining part-time have been very active and expected to be fulfilled before the fall season begins. It has been determined that this item has made significant progress and should be transitioned to the Skatium Management as a day-to-day operation duty.

New Business:

Crossroads Figure Skating Club

The Skatium was recently informed that the current Leadership of the Crossroads Figure Skating Club will be resigning. Since the Crossroads Figure Skating Club is a chartered and sanctioned club, and an official member of United States Figure Skating (USFS), they will still operate as an organization and will now be managed by the Skating Director at the Skatium.

Skating director:

The Skating Director recently tendered his resignation to the Township and Rink Management. The resignation has been accepted and the Township has posted for a

replacement to the position. The resignation of the Skating Director has not affected any of the programs and the Assistant Skating Director has assumed the temporary duties until a replacement can be identified.

Point of Sale System:

The Rink Staff has decided to replace existing Point of Sale system. The move to a new system, Daysmart, was because of the features available in the new platform. Facility manager, calendar, locker room assignments, email confirmations and notification, etc. are all features needed to improve efficiency and communications. The new system will also interface to the website in the future. The new system will be maintained and managed by the Rink Management.

Banner Policy:

While the banners have been culled by each club it has become clear that a policy must be created to govern the banner placement and uniformity in the future. The Rink Management will create a policy that addresses the area each club can occupy and the number of times the banners can be changed each year. Once the policy is created it is incumbent on the Rink Management to communicate this policy to each of the clubs that display banners in the facility.

Adjournment:

Jason made a motion to adjourn the meeting.

Rob seconded the motion.

The meeting was adjourned at 8:05 p.m.

The next meeting is scheduled for September 17, 2024 @ 7:00 p.m. at the Township Building. Room C

Respectfully submitted,

Rich Caesar