

PARKS AND RECREATION DEPARTMENT
Central Area - Merritt Island/Beaches Service Sector
Referendum Projects Committee Meeting
Woody Simpson Recreation Center
1590 Schoolhouse St.
Merritt Island, FL 32953

Woody Simpson Committee Meeting
Minutes
August 21, 2001

MEMBERS PRESENT

Frankye F. Barnes, Tropical Park Civic Organization
George C. Spencer, Private Citizen
Daphne L. Payne, Private Citizen
Esther S. Hamilton, Private Citizen
Eartherlean Riley, Private Citizen
Catherine Simpson, Private Citizen (New)
Katie M. Patterson, Private Citizen (New)
Evon Jackson, Recreation Advisory Board Member – Ex-Officio

STAFF PRESENT

Jack Masson, Assistant Parks and Recreation Director
Cathie Schanz, Central Area Parks Operations Manager
Dan Click, Parks and Recreation Construction manager
Dot Estes, Administrative Secretary, Central Area Parks Operations

OTHERS PRESENT

Craig Suman, Architect for Project
Linda McDonald

I. CALL MEETING TO ORDER

Meeting started at 6:25.

Tour of Cocoa West Computer Learning Lab – Jean Kitchen, Director of the STAR program at Cocoa West and Eric Green, President of the National Technical Assn. conducted the tour and was very helpful as to what our committee should incorporate in our computer lab or what we may do differently from their negative experiences.

- Make sure we have an administration area in the lab, 2 desks, a locked file cabinet and TV/VCR.
- Security System for software – security tags that beep when software might be inclined to walk out of the lab.
- Make sure there are plenty of learning opportunities for adults as well as youth.
- Programs – Senior Mouse Chasers, children programs are available and children have the opportunity for open lab situation and workshops.
- Woody Simpson computer lab would need staff to run it and be sure that the staff knows the programs.
- We will need position description for the staff.

- Make sure your volunteers are committed and know how to operate a computer and are knowledgeable with the content of the programs.
- There is community help that may be available: Brevard Community College Compact Learning Program – contact Roger Henry and the RSVP Senior Program for someone to work in the computer lab.

The STAR Program is basically to unite the community (Youth & Adults) and their main focus is that participants **learn**.

The Committee returned to Woody Simpson Recreation Center for the business portion of their meeting at 7:58 pm.

II. **APPROVAL OF JULY 31, 2001 MINUTES**

Minutes were approved as written.

III. **OLD BUSINESS**

- a. **Sunshine Laws and Committee Guidelines** - Cathie Schanz briefly reiterated the laws and guidelines for the new members, and for each committee member to read and understand the law and guidelines.
- b. **Election of Chair** - A motion was made to elect George Spencer as Chair and Daphne Payne as Vice-Chair, motion passed unanimously. Mr. George Spencer will stay chairman throughout the entire project.

IV. **NEW BUSINESS**

- a. **Craig Suman – Architect** - Discussed exactly where and how large the lab will be. The computer lab will be located on the backside of gym and will be 800 sq. feet.
 - Mr. Suman suggested that overhead electricity for computers in the center aisle would be more efficient with less ways to damage outlets, rather than outlets on the floor.
 - A preference of carpet rather than tile to limit noise.
 - There will be no windows in the lab because of security concerns.
 - Make sure computer stations are flexible and can be moved around lab.

In response to a member inquiry the committee will see a finalized project in about one year, beginning to end. – the construction phase will take approximately 6 months.

The next step will be for Mr. Suman to meet with county staff and verify whether there is an existing survey and if there is, it will be about one month for the plan to be completed.

b. Computer Funds – The computer lab may have as many as 30-40 computers. Presently there are no available funds for the purchase of computer equipment and furniture. CDBG funds may be available to purchase the complete computer station, which would include computer and computer desk.

V. ADJOURNMENT OF MEETING

Meeting adjourned at 8:28. The next meeting will be at Woody Simpson Recreation Center on September 18, 2001 at 6:00 p.m.

Minutes submitted by:

George Spencer, Chairman

dae