

**City of Unalaska Department of Parks, Culture and Recreation Advisory Committee
Minutes from the November 17, 2014, Meeting**

- The meeting was called order at 5:06 p.m.
- All Committee members were present.
- Albert Burnham, Facilities and Operations Manager, was the only visitor present.
- The agenda was approved with no additions or subtractions.
- The minutes from the October 20, 2014, meeting was approved with no additions or subtractions.
- Burnham updated the Committee on some of the happenings within the department as it relates to facilities and operations including, needed repairs to fitness and kitchen equipment, winterizing of all parks, and Women's Only Workout time. PCR staff will start blast faxing the Women's Only Workout flyer and will post with UCB. D. Tyrell McGirt, PCR Director, further discussed some highlights from the Directors Report including the Martin Luther King, Jr. Planning Committee starting to meet, Jennifer Lane becoming the next Aquatics Center Manager, Pumpkin Plunge at the Aquatics Center, Dee Montier being promoted to a Recreation Coordinator, Librarian candidate's visit to the island, and the annual Halloween event.
- McGirt will move forward with following-up with the seven individuals that have been identified as potential Committee members and encouraging them to complete an application.
- Burnham updated the Committee on the decision to use Jr. high students as volunteers. Moving forward middle school aged students looking to volunteer for PCR events will be encourage to help with the set-up and clean-up for events. PCR staff will also consider partnering students with adults for volunteer opportunities. Staff will determine if students who demonstrate that they can handle more responsibility may be allowed to volunteer for other department opportunities.
- The Committee decided to take the lead on the Community Christmas Tree Lighting Event. The Committee wants to move forward with making this a local tradition but will keep plans small for the inaugural event. Lynette Pham will contact the PCR Teen Council and UCS Foreign Language Club about getting involved, Kelly Stiles will discuss with the PCR Community Choir about participating, and Matt Lightner will check with DPW to see what Christmas lights are available. The Committee will communicate via e-mail regarding organizing the event. December 13th, is the scheduled date.
- The Committee still needs a secretary.
- The Committee reviewed the list of duties from the PCR Advisory Committee website. It was pointed out that the last paragraph needs to be reworded.
- The Capital Major Maintenance Plan process was discussed and the following ideas for future PCR projects came out of the discussion.
 - New Weight Equipment
 - Multipurpose Facility / Teen Center
 - Outside Exercise Equipment
 - Multipurpose Court on Amaknak Island
 - Playground Equipment
 - Walking Path on S Curve
- Committee member comments included.
 - Suggestion to hold the Holiday Bazaar earlier
 - Set-up Kids' Room differently for the Christmas Event so all the space can be used.
 - Consider chaining down picnic tables at Kely Field
 - Place another instructional mileage sign near the Kely Field track
 - Unalaska United Methodist Church Sort Sunday – November 23rd
 - UCSD Homecoming Week – January 05th – 10th
- The Committee decided the December 15th, meeting will be scheduled again at 5:00 p.m. The meeting was adjourned at 6:11 p.m.