



Watch on Zoom:

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Telephone: (669) 900-9128

Meeting ID: 841 0672 5048

CALL TO ORDER

Chair Gutierrez called the meeting to order at 6:00 p.m.

ROLL CALL

Present: Commissioner Emerson (Arrived at 6:10)
Chair Gutierrez
Commissioner Pasternak
Commissioner Sandoval

Absent: Commissioner Cabrales

Also Present: Craig Veramay, Assistant Library & Recreation Director
Becky Ordin, Senior Administrative Assistant
Kelly Albrecht, Senior Recreation Supervisor
Jason Fong, Program Coordinator

AGENDA AMENDMENTS

None.

MINUTES

1. Approve regular meeting minutes of October 19, 2023

Commissioner Sandoval moved, and Commissioner Pasternak seconded, to approve the meetings minutes of October 19, 2023.

AYES: Commissioners: Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales, Emerson
ABSTAINED: Commissioners: None

Minutes approved as submitted.

MEETING OPEN FOR PUBLIC EXPRESSION

Public Comment from the audience regarding items not listed on the agenda

None.

SPECIAL PRESENTATIONS

2. Introductions/Awards/Recognitions/Presentations

None.

OTHER AGENDA ITEMS

If necessary, to assure completion of the following items, the Chairperson may establish time limits for the presentations by individual speakers.

3. Other Agenda Items

a. 2023 Annual Youth Enrichment Report

Mr. Veramay introduced Kelly Albrecht who introduced Jason Fong who presented the 2023 Annual Youth Enrichment Report.

Staff responded to questions from the Commission.

Public Comment: None

Commissioner Emerson moved, and Commissioner Pasternak seconded to accept the 2023 Annual Youth Enrichment Report.

AYES: Commissioners: Emerson, Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales
ABSTAINED: Commissioners: None

Motion passes.

3. Other Agenda Items

b. 2023 Annual Childcare Report

Kelly Albrecht presented the 2023 Annual Childcare Report.

Staff responded to questions from the Commission.

Public Comment: None

Commissioner Pasternak moved, and Commissioner Sandoval seconded to accept the 2023 Annual Childcare Report.

AYES: Commissioners: Emerson, Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales
ABSTAINED: Commissioners: None

Motion passes.

3. Other Agenda Items

c. Selection of Chair and Vice Chair

Chair Gutierrez recommended moving the agenda item for the next meeting so that Commissioner Cabrales can attend and have feedback.

Mr. Veramay suggested the Chair and Vice Chair remain the same for the next meeting. If there is a change during the meeting

Public Comment: None

Commissioner Emerson moved, and Commissioner Pasternak seconded to continue with the Chair and Vice Chair and bring the agenda item to the January meeting.

AYES: Commissioners: Emerson, Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales
ABSTAINED: Commissioners: None

Motion passes.

3. Other Agenda Items

d. Review of Commission Meeting Schedule

Mr. Veramay presented the Commission Meeting Schedule for 2024.

Staff responded to questions from the Commission.

Public Comment: None

Commissioner Pasternak moved, and Commissioner Sandoval seconded to accept the Commission Meeting Schedule for 2024.

AYES: Commissioners: Emerson, Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales
ABSTAINED: Commissioners: None

Motion passes.

3. Other Agenda Items

e. Review 2024 Draft Park and Recreation Commission Work Plan

Mr. Veramay suggested bringing the 2024 Draft Park and Recreation Commission Work Plan back to the January 2024 meeting for discussion. Mr. Veramy reviewed the Draft Park and Recreation Commission Work Plan with the Commission.

Staff responded to questions from the Commission.

Public Comment: None

Commissioner Pasternak moved, and Commissioner Sandoval seconded to receive the 2024 Draft Park and Recreation Commission Work Plan.

AYES: Commissioners: Emerson, Gutierrez, Pasternak, Sandoval
NOES: Commissioners: None
ABSENT: Commissioners: Cabrales
ABSTAINED: Commissioners: None

Motion passes.

STAFF LIAISON REPORT

4. Staff Liaison Report.

Mr Veramay reported the Dia Los Muertos celebration was a success. He thanked Steve Mason and his team for all of their work.

Mr. Veramay shared that tomorrow, November 16th, is last day of Terra Linda Pool fall pilot program season. The pool will reopen in the Spring of 2024.

Interviews for the Program Coordinator Recruitments will be happening in the next couple of weeks.

Important dates coming up:

November 20: City Council Meeting

November 25: Holiday of Lights and Winter Wonderland – Downtown

December 6th Boards and Commissions Holiday Party.

December 8: 2nd Friday Art Walk

December 11: Call For Artist Deadline – Falkirk “A Gathering of Color” Juried Art Exhibit

December 16th: San Rafael Lighted Boat Parade

Public Comment: None

COMMISSIONER REPORTS

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Commission members.

Commissioner Sandoval attend the Public Art Review Board meeting on November 14th and gave an update.

Commissioner Pasternak attended the Library Foundation on November 13th.

Chair Gutierrez requested for the joint use agreement plan for the San Rafael City Schools to be expedited since the Pickleweed fields are going to be closed when the school campuses are closing for remodels.

Public Comment: None

ADJOURNMENT

Chair Gutierrez adjourned the meeting at 7:14 p.m.

BECKY ORDIN, Senior Administrative Assistant

APPROVED THIS _____ DAY OF _____, 2023

CATHERINE QUFFA, Library & Recreation Director