



**PRINCE GEORGE'S COUNTY  
PARKS & RECREATION ADVISORY BOARD (PRAB)**

**MONTHLY MEETING MINUTES – March 20, 2024 @ 6:30pm**

Location: Parks & Recreation Administration Building, 6600 Kenilworth Avenue, Hyattsville, MD

**Attendees**

Board Members (Alphabetically)

|  |    |                   |   |
|--|----|-------------------|---|
| Jocelyn Alexander  | ✓  | Kelvin Smith      | ✓ |
| Patricia Bobbitt   | A* | Gloria Snowden    | ✓ |
| Sean Floyd   | ✓  | Rochelle Thompson | ✓ |
| Harryette Irving   | ✓  | Betty Tingle      | ✓ |
| Oladunni Oni   | ✓  | Tamara Williams   | ✓ |
| <b>PRAB Liaison:</b> Anika Jackson, Public Affairs and Community Engagement Division Chief |    |                   | ✓ |

*A\* - Ms. Bobbitt provided written notice of her absence via email to the board on Tuesday, April 23, 2024.*

**Invited Guests (In Order of Introduction)**

- ✓ Bill Tyler, Director, Department of Parks and Recreation
- ✓ Sean Harbaugh, Chief of Staff, Department of Parks and Recreation
- ✓ Lola Knights, Operations Specialist, Department of Parks and Recreation

**Agenda**

Topics for 4/24 PRAB:

- Review of PRAB Bylaws
- Elect board officers
- Plans for Future Meetings
- Board communication standards
- Brief-out from attendees of the 4/4 budget briefing

**Minutes/Notes**

**Call to Order:** The meeting was called to order by Ms. Jackson @ ~6:35pm.

**Guest Introductions:** Department Director Bill Tyler and Chief of Staff Sean Harbaugh; discussions included:

- Emphasis on transparency, communication, and fun within the board.
  - Be the Departments eyes and ears in the community
  - Help determine if the board is on or off track
- Advocacy for delivering services that residents want.
- Structured meetings to build camaraderie and education among members.
- Commitment to ensuring resident satisfaction.

Pertinent Takeaways:

- Capital Improvement Program (CIP) Budget: Focus on new buildings and infrastructure with an emphasis on equity; briefing Committee of the Whole on 4/30.
- Concerns were raised about the data driving decisions to ensure offerings for everyone.



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- No specific budget was allocated for the PRAB, but willingness was expressed to work with us on retreat and any other essential needs.

### UNFINISHED BUSINESS

#### **PRAB Bylaws:**

*Discussion - Do we need to suspend the bylaws in order to make progress on standing up the board?*

- Not necessary to suspend bylaws; instead, recommendation is to suspend sections that would impede immediate progress for a determinate amount of time
- Consider establishing a subcommittee to review the bylaws and make recommendations for amendments if deemed necessary; topic for next meeting

#### *Motions:*

- Motion by T. Williams to suspend the Section IV.A.1 of bylaws; second by O. Oni.
  - Will aid in speedy appointment of officers
  - All in favor; motion passed.
- Motion by B. Tingle to suspend Section VI of bylaws for 60 days; second by T. Williams.
  - Will aid in speedy appointment of officers
  - All in favor; motion passed.

#### **Election of Board Officers:**

*Discussion - Nominations will be conducted by verbal motion with a second - nominee must accept or decline; Election of officers by paper ballot*

- **Chair**  
*Motion made to nominate Jocelyn Alexander; no further nominations made - nomination accepted by Ms. Alexander*
  - With only one nominee, board chose to vote by roll call
  - All in favor; Ms. Alexander is the Chair
- **Vice Chair**  
*Motion made to nominate Sean Floyd; no further nominations made - nomination accepted by Ms. Floyd*
  - With only one nominee, board chose to vote by roll call
  - All in favor; Mr. Floyd is the Vice Chair
- **Recording Secretary**  
*Motion made to nominate Rochelle Thompson; no further nominations made - nomination accepted by Dr. Thompson*
  - With only one nominee, board chose to vote by roll call
  - All in favor; Dr. Thompson is the Recording Secretary

### NEW BUSINESS

#### **Plan for Future Meetings:**

*Discussion - Do we want to hold meetings at locations other than the Parks & Rec Admin Building?*

- Meetings at alternate locations like community centers would include a tour of the facility.
- Consensus is that the idea is liked but may not be productive while the board is still forming.



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- Discussions of alternate meeting locations have been tabled until further notice.
- Confirmed that meetings will take place on the 4th Wednesday of every month @ 6:30pm; location will be the Parks & Recreation Administration Building unless otherwise agreed upon

### Board Communication:

*Discussion - Has the current communication cadence been manageable for board members? Have the methods (email and text) been effective?*

- Consensus that the current methods and cadence have been manageable.
- Agreed to limit or consolidate weekly comms as much as possible.
- Agree to limit texting to notifications of emails sent or for quick turn responses.

### OTHER BUSINESS

**Next Meeting:** May 22nd @ Parks & Recreation Administration Building

Potential Topics:

Bylaws Subcommittee

Strategy & Expectations for the Year

Overview of Budgets

CIP - Upcoming renovations / new builds

Equity of services and budget allocation between the north and south county

### Upcoming Events:

- KinderFest – April 27<sup>th</sup> @ Watkins Park
- Budget Briefing to Committee of the Whole & Public Hearing - April 30th @ Country Administration Building (or virtual)
- Parks & Recreation Summer Catalog Opens Countywide - May 15th @ 9:00am

**Adjournment:** The meeting adjourned @ ~6:36pm.

### Action Items

| Action   | Due Date    | Owner                     |
|--|-------------|---------------------------|
| Follow-up on tickets for Kinderfest for board members            | 26 APR 2024 | A. Jackson / L. Knights   |
| Share <a href="#">previous budget briefing slides</a> with board | 1 MAY 2024  | J. Alexander / A. Jackson |
|  |             |                           |
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