MONTHLY MEETING MINUTES – Wednesday, September 23, 2025 @ 6:30 pm

Location: **Laurel Beltsville Senior Community Center**

**Attendees**

Board Members (Alphabetically)

| Jocelyn Alexander | ✔ | Kelvin Smith | ✔ |
| --- | --- | --- | --- |
| Sean Floyd | ✔ | Rochelle Thompson | ✔ |
| Harryette Irving | ✔ | Betty Tingle | ✔ |
| Oladunni Oni | **A** | Tamara Williams | ✔ |
| **PRAB Liaison:** Anika Jackson, Public Affairs and Community Engagement, Division ChiefJacqueline Cochran, Affairs and Community Engagement, Administrative Assistant III | ✔ |
| **Council Representative/Liaison:** Calvin Hawkins, Member, County Council  | **A** |

**\*A - Notice of absence provided in advance of the meeting.**

**Additional Attendees:**

**Minutes/Notes**

CALL TO ORDER

*The meeting was formally called to order by the Chair @ 7:07 pm*

1. **Roll Call:** Called by Chair to establish a quorum;7 members were present at the start of the meeting, constituting a quorum.
2. **Approval of Previous Meeting Minutes:** The agenda was reviewed and approved as presented; motion by Ms. Alexander, seconded by Mr. Floyd
3. **PRAB Liaison Updates, Ms. Jackson:**
	* New Director and Planning Chair Updates
4. **Site Tour Given**
* Rental Manager **Susan Ardolini,**
* Laurel-Beltsville Senior Activity Center
* M-NCPPC, Department of Parks and Recreation, [Prince George](https://www.google.com/maps/search/Prince%2BGeorge%2Bs%2BCounty%2B%0D%0A%2B7120%2BContee%2BRoad%2C%2BLaurel%2C%2BMD%2B20707?entry=gmail&source=g)’[s County](https://www.google.com/maps/search/Prince%2BGeorge%2Bs%2BCounty%2B%0D%0A%2B7120%2BContee%2BRoad%2C%2BLaurel%2C%2BMD%2B20707?entry=gmail&source=g)
* [7120 Contee Road, Laurel, MD 20707](https://www.google.com/maps/search/Prince%2BGeorge%2Bs%2BCounty%2B%0D%0A%2B7120%2BContee%2BRoad%2C%2BLaurel%2C%2BMD%2B20707?entry=gmail&source=g)

SUBCOMMITTEE UPDATES

1. **Governance Subcommittee:** *None*
2. **Community Engagement Subcommittee:** *None*

BOARD COMMUNITY CENTER VISITS

* Non-Discussed

BOARD MEETING UPDATES

* None

UNFINISHED BUSINESS

* [**Board Annual Report- LINK HERE**](https://drive.google.com/file/d/1lHvwI5oZ2Fe5M0DgHSxLWE3ysFJMzFlP/view?usp=drive_link)
	+ Ms. Alexander provided the first draft of the finished report. Requested the updates from the board no later than Monday, final distribution will be given to Ms. Jackson on Friday.

ACTION ITEMS

* Schedule locations for January/February/March of 2026
* Request the presence of the PG Council Chair Burroughs for November meeting
* Change the meeting invites to reflect the holiday schedule.

**Adjournment:**The meeting adjourned @ *~8:30 pm; motion by Ms. Alexander, seconded by Ms. Williams.*

ANNOUNCEMENTS / RESOURCES

**Highlighted Events:**

* **Planning Board Budget Forums:**
	+ Wednesday, October 15th - Harmony Hall
	+ Tuesday, October 21st - Parks Admin Building
* **PG Parks Activities:** <https://www.pgparks.com/activities-events>; printed list also provided in folders
* **County Council Calendar:** <https://princegeorgescountymd.legistar.com/Calendar.aspx>
* **PRAB Shared Folder:** <https://drive.google.com/drive/folders/1UW9YrcncVHfTOpvqvxEbm6njJLmWk9zC?usp=drive_link>

**Action Items**

| Action | Due Date | Owner |
| --- | --- | --- |
| Complete Drafted Board Report & Send to Ms. Jackson | 09/26/2025 | PRAB Board |
| Finalize the Community Outreach Survey | 10/11/2025 | Smith, K. |
| Send out locations for the next 6 months | 10/31/2025 | PRAB Board |