

## NB Recreation Commission Meeting

Wednesday, April 4, 2018

7:00PM

### Staff in attendance:

Mike Sindoni, Sheri Moloney

### Commissioners in attendance:

Ken Hamel, Lynn Wawrzyniak, Kim Borges, Helen Fanning

### Guests:

Shawn Wintle

1. Approval of March meeting minutes – approved
2. Appointments
  - 7:00 Shawn Wintle – Summer basketball/equipment
    - Many thanks to Mike and the commissioners for the support and the opportunity to coach
    - Women's 18+ Basketball – would like to try a 4-week trial, before men's on Sundays
      - Kim mentioned it would be helpful if there was a key person - someone in charge to open the building, ensure cleaning after, communicate with Mike if needed. Possibly Nicole Wintle?
      - Basketball camp – willing to do but need a person to run it. 1 week for about 2 hours. Charge a nominal fee. **Shawn** will work with Mike to schedule a week and find a person to run it.
      - Summer gym use – Shawn is willing to do a once per week skills and drills session. Grades 3-6 boys and girls. **Shawn** will work with Mike to schedule days/times and to set up registration.
3. Old Business
  - Mini-bus quotes
    - Selectmen wanted bids
      1. Patsy's from Concord – quote numbers were off due to miscommunication about the municipal discount.
      2. Alliance Bus from Hudson – gave a demo here last Friday. Will give quotes for a vehicle on the lot as well as a new build model
    - Quotes will reference our stated needs: new vehicle, flat floor, lift for wheelchairs, 2 handles for entering/exiting, air conditioning
    - Waiting to hear about the grant
    - Need a PIN number to access the Ford municipal discount. Mike is trying to track it down.
  - Baseball and Softball updated enrollment
    - 5 t-ball
    - 5 softball
    - 3 baseball
    - Lynn LeClair went to softball meeting. Goffstown Softball is taking care of line painting and ordering portable toilets.
    - Tim Girzone will be co-chair with Lynn LeClair.

- Sheri shared a list of meeting minutes that have been posted on-line. **Mike** to check with David Hulick for 2014 minutes. **Ken** to check as well.

#### 4. Financial

- QuickBooks report by Sheri
  - Reconciliation Report through March
    - Electricity discrepancy – Sheri requested copy of the records from Elisa
    - Bounced check – shows \$35 charge, but doesn't show up on Elisa's records. Possibly charged to another department
    - Income is up due to prepayments for Camp Coolio
  - Accounts Receivable report
    - \$25,000 Camp Coolio prepaids will be coming in by June
    - \$376.00 - family is having difficulty paying. **Mike** continues to pursue the family.
    - \$2,000 outstanding for upcoming t-ball, baseball, softball seasons. **Sheri** will call families once the teams have been established.
    - \$180 Broken window (2016) has been communicated again to Chief Brace. Chief Brace will send a letter to the individual requesting payment by the end of May.
- Gymnastics report
  - Uniforms = t-shirts
  - Enrollment is up this year
  - Instructors being paid hourly instead of a percentage of revenue
- Karate report
  - Good year!
  - Enrollment is up this year
  - 1 session more than last year
- Camp Coolio report
  - 2017 vs 2018 sign-ups
    - Fees increase on May 16<sup>th</sup>
    - Enrollment at this time is up compared to last year
    - Weekly sign-ups are stronger than daily sign-ups
  - Staffing for this summer is all set. Had 3 applicants for one position. Mike also mentioned after school positions to all candidates.
- After School report – need to set fee for 2018/2019
  - Income so far this school year is \$13,300
  - Don't have enough staff to get kids off of the waiting list. More enrollment would increase the income.
  - Currently \$205/month, last year was \$200/month
  - Benefits us if people pay on-line. Less paperwork. We get a 3% charge for each transaction. Kim stated charge should be less if paid from a debit card.
  - Idea: Sign up with auto payment system and amount stays \$205/month. If not signing up, fee will be \$215/month. Group agrees to do this for 2018-2019 year.
  - **Mike** to send out current participants soon explaining new fee structure and asking for preregistrations.

#### 2. Programming

- Spring Program update
- **Mike** to put out an ad in May looking for after school counselors for 2018-2019 year.

#### 5. Facility/Grounds

- Mike shared maintenance Priority List:

1. Softball field dugout construction – spring 2018. Kim Borges recused herself from the discussion.
    - Quote received today from Glenn Dodge
    - Will match current grandstands with timber frame construction
    - Many opportunities for community involvement (labor) and donations, which will decrease total cost to about \$19,000
    - **Mike** to ask about future staining/maintenance fees/schedules
    - Committee approved the quote unanimously
  2. Softball field concession shed – summer 2018
  3. Gazebo paint roof and power wash – summer 2018
  4. Grandstand paint and stain
  5. White buildings new floor in main building – floating floor - Decided to move item up on list to do right after school ends and before camp begins. **Mike** to obtain quotes.
  6. NBCS gym new scoreboard – summer 2019
  7. Tennis courts resurface and repair - 2019
  8. NBCS entrance announcement sign
  9. Gazebo new roof – spring 2020
  10. White buildings window replacement
  11. White buildings hard pack parking lot
  12. Playgrounds replace equipment as needed
  13. NBCS outdoor basketball court maintenance
  14. Baseball field maintenance – infield redone (added item)
  - **Mike** meeting next Tuesday, 4/10, with Justin Santos to go over field maintenance: seeding and irrigation
  - **Mike** to ask Peter about if/how we can create our own C.I.P. account to earmark funds for specific projects instead of monies coming out of the revolving account.
6. Events
- Kids' Dance (4/13/18) – last one for school year
  - Summer Concerts - begin June 26
    - Schedule posted on website
    - Added Dueling Pianos
  - Outdoor Movie (8/23/18)
7. Other Business
- Sheri out April 18-20
  - Mike out April 25-27
  - Thank you to Sheri for a great first year!
  - Volunteer of the Year awards have been ordered
  - Department Goals - will review at May meeting
  - Senior Programs – will review at June meeting
  - Scholarship forms due May 1<sup>st</sup>. Mike will black out names and distribute to commissioners ASAP.
8. Meeting adjourned at 8:45pm.
9. **Next Meeting will be Wednesday, May 16th at 7:00pm.**

Respectfully submitted,  
Lynn Wawrzyniak