

****Please Note: Items to be placed on the Meeting Agenda must be submitted by 4 p.m. on the preceding Friday****

MOULTONBOROUGH RECREATION DEPARTMENT

ADVISORY BOARD

Mission Statement

The mission of the Advisory Board to the Moultonborough Recreation Department is to provide the public a standard of excellence in programs and services in a cooperative spirit that encourages participation in recreation, sport and leisure activities, while carefully promoting and utilizing recreational resources and facilities available in the community.

Purpose

The principal function of the Advisory Board is to serve as a communication bridge between the Recreation Director, the Board of Selectmen and the Community and to promote programs and services to encourage support from our community through input and participation.

Monday, May 14, 2012
7:00 P.M.
Davis Room, Town Hall

DRAFT MINUTES

Present: Al Hume, Carla Taylor, Morgen Gillis, Celeste Burns, Donna Keuthe, Dan Sturgeon. Excused: Chris Shipp

- I. CALL TO ORDER. Al called the meeting to order at 7:22 p.m.
- II. PLEDGE OF ALLEGIANCE
- III. REVIEW / APPROVAL MINUTES: Celeste made the motion to approve the minutes. Carla Seconded. Motion carried.
- IV. NEW BUSINESS
 - a. Summer meeting dates: Celeste raised the question of whether we should meet in July and August and then read an email from Chris Shipp into the Minutes that stated he was in favor of meeting in the Summer as it's a busy time for MRD. The general consensus was to skip July and meet in August. Morgen made a Motion to meet in June and August and skip July. Celeste seconded. Motion carried unanimously.
 - b. Meeting place review: Donna wants to move the meeting place back to MRD because 1) the Town is not ready for cable access, 2) the rules for using the room are strict and require MRD staff to pick up the key by 4

p.m., 3) no access to making copies, 4) more convenient for MRD staff to meet in their building and 5) MRD is kid friendly. Al read Chris' email into the meeting wherein he voted for moving back to MRD if the room is not cable ready. Carla questioned why RAB members can't get the key if MRD staff aren't required at our meetings. Al will look into this further with the BOS. He'd like to keep the meetings at Town Hall now that we have reserved the slot on the Town calendar. Celeste also brought up the point that we'd have to stop our meeting if we needed any copies made during the meeting and then reconvene. Al noted that we're the only Board that doesn't regularly meet at Town Hall. Donna noted that we're the RAB so it makes sense to meet at MRD. Morgen and Carla both noted that we're taking steps forward as a Board and we should stay in Davis Hall. Al decided that we'd leave the meeting place as status quo for June 11th and he'll talk to BOS tomorrow.

v. OLD BUSINESS

- a. Right to Know Law Discussion: There was general discussion about what constitutes a violation when it comes to group emails. Al added that any emails involving decision making would be a violation. Celeste agreed by adding that taking action is never okay while housekeeping matters are generally not covered by the law. Al further pointed out that Minutes must be posted within 5 working days. Celeste questioned if Tuesday would be the day they're due if we're meeting after working hours. Donna brought up Barbara Wakefield's request for a hard copy of the Minutes in Town Hall. She is technically the scribe of the Town as the Clerk. Al puts a copy in the binder in the Planning Board room where all the other Boards keep theirs. Al will follow up with Barbara. The non-public session rules were also gone over.

- b. Scoreboard discussion: Chris' email was read into the Minutes. He believes a tiered fundraising approach with a plaque recognizing donors

would be appropriate. \$50, \$100, \$250, \$500, \$1000 for amounts with bronze, silver gold levels similar to what the Meredith Community Center has done. He also likes the penny idea for part of the amount. Al asked for more ideas. Carla followed up with Harry regarding where the funds would be kept. Moultonborough Academy Athletic Fund will accept the fundraising. She also said Scott Laliberte said yes to the penny drive because it's a service project and a way for the community to be involved. Donna questioned if the goal is still for the pennies to cover the floor. Carla thought using the bulletin board with a picture of the floor would be a good way to keep track. Or a picture of a scoreboard and change the score as we raise the money. Carla agreed that the penny drive should not be the sole way to raise the funds. Donna will continue the penny drive through summer programs, particularly the Recing Crew. Celeste thought we wanted to get the student portion done first during this school year then individual/business fundraising will be after. Carla agreed that this is just the kickoff. Morgen asked what other fundraisers are going on now. Celeste said the food drive is going on now through the 14th of May and the Girl Scouts are holding a penny drive for tootsie rolls for soldiers through the month of May and that's it. Celeste will ask the Girl Scouts to end May 25th and we can start after Memorial Day. Donna questioned whether an announcement could be made at the year end awards ceremony. Celeste questioned how we could include middle level. Dan thought maybe it could be brought up during base camps. Collection wise, Carla thought each classroom should have its own container. Dan added that it would help in terms of getting them to compete with each other. Morgen has containers. There was some question about classroom decorating. Carla will donate a pizza party for the classroom that does the best decorating but she doesn't want to decide the winner. Al will chip in. Celeste also suggested Board members chipping in some pennies. Donna will double check when the awards ceremony is held. It was decided that the collection will run for 2

weeks from the 29th to the 12th. Carla suggested that the flyer include something about the families making donations. Celeste suggested we run it for 2 weeks and focus on the competition and not mention the floor. Donna agreed and brought up the penny carnival they used to run whereby kids bring their pennies and pay for the games with them. She could bring it back as a special event to help raise funds for the scoreboard. Al suggested that we include the RAB in the flyer and give the community a reason to get involved and be excited. Celeste stated we could say the RAB has a great new competition and include what the Board is/does. Celeste will send out a press release that will include the information if the Board wants. Carla said we need to word it carefully to say we're facilitating the fundraising and not doing the fundraising ourselves. She added that we need to make sure parents know we're taking donations. Celeste offered to write a press release that the Board could review at the next meeting. Morgen brought up the point that we should reference Phase II as well and that this is just the kids' portion. Carla wants to get all the information out there the first time and not have repeated releases. Morgen added we should include that it's a three pronged approach. The kids will be involved via the penny drive, then other community members will be approached via the plaque drive. Carla asked Donna if it could go on the website. Dan and Donna said yes. Celeste asked where would community members donate. Carla said checks should be made out to the Moultonborough Academy Athletic Fund and reference the scoreboard. Morgen revisited the three prongs with A being the kids, B the penny carnival then C the community can make a donation then get plaque recognition and then asked for input regarding Chris' idea about the breakdown. Carla questioned if we need to name levels or just say \$100+ is plaque worthy. Donna asked where the plaque will go and Celeste agreed to follow up with Scott to make sure he's okay with the plaque in the gym. Celeste asked about having corporate sponsors on the sign itself. Carla wants the whole

community to have the opportunity to donate. Celeste confirmed that all seem to be in agreement to not have a name on the board and to just use the plaque. Dan asked if we should put a cap on the # of names. Carla and Morgen both want to make sure we give people the option of having their name on the plaque. Celeste is fine with 100+ as the only amount mentioned. Carla wants to save the tiered levels for the hockey rink cover. Celeste made a motion that after the penny drive we start with the community donations with \$100 being the minimum for name recognition. Morgen said we should include on whatever form they fill out whether they want their name on the commemorative plaque. Carla seconded Motion. All in favor. Motion carried. Carla wants to make sure the flyer gets online. Celeste will send it out via email based solely on what we've discussed tonight. Celeste will send the flyer to Donna for copying then will disseminate to classrooms. Carla said Scott said they're happy to do anything they can to help. In discussing the wording of the flyer Donna said it should read that the RAB has identified the need to replace the scoreboard at MCS and there is a fundraising effort in place. MA Athletics is the fundraising source. AI wants to table the fundraising form until June when Chris is present. All agreed that the fundraising will not be complete by the end of this school year. Morgen thinks the press release should coincide with the penny drive. Celeste brought up the Meredith News deadline as being Monday at noon so we would miss the deadline if we wait until our next meeting. It was initially agreed that we would still go over the draft at that time. Carla questioned waiting on the form while still mentioning it in the flyer and what if people want to just send in a check right away. There was discussion about the bottom ¼ of the flyer being a form. Morgen asked how we disseminate the flyer to others in the community. Celeste believes its mainly the newspaper. Celeste questioned the end date for the form. Morgen asked if we should deliver a more formal flyer to businesses and she would be willing to pick up the cost to mail. Celeste

stated that she doesn't know of a list and most businesses have PO boxes but list physical addresses on their websites. Morgen asked for this to be placed on the June agenda. Al asked if we're counting pennies on the 11th. Dan and Donna believe MVS B Moultonborough will roll coin. Carla added that we need to make sure we have the # to announce at the awards ceremony. Celeste said she can collect a few times but she doesn't believe we can get it done at the meeting on the 11th. Al reminded that we need to count individually. Donna will double check with the bank about counting and if we need to make an appointment for rolling. Morgen agreed to help count if need be. All agreed that the bank will not count individual containers. Morgen suggested that we collect on the 12th and she'll count the pennies to get the counts. Carla thinks the awards are Thursday. Morgen can get the count done by Wednesday. Celeste suggested she just weigh them in the nurse's office and then count the heaviest. All agreed that Morgen will roll if the bank won't. Morgen will get the containers to Celeste. A brief discussion ensued regarding the labeling of the containers. Celeste is concerned the container will sit in the classroom so she offered to have an ice cream party for best dressed container. Carla also thinks Scott needs to email the faculty to ensure their involvement. Al would rather see the containers decorated by us. Carla suggested we announce at the Together Assembly on the 25th. Al agreed that it's a great kickoff. Carla will ask about announcing at the Assembly. Carla will talk to Linda Isabelle about having Allison run a slide show. Carla will scan in a picture of the scoreboard to Morgen and Celeste will send her the classroom list. Carla will also check with Scott about the Together Assembly.

- VI. RECREATION DEPARTMENT REPORT: Donna handed out her report. She highlighted that she has a lot of adult programs going on right now with the Community Services Fair and the Fells Estate Lake Sunapee boat

tour. They have Zumba and tai chi and Donna Tatro has started an adult fitness class. They also have muscle mommies and walk and stay fi and the OAR program. Adult softball starts May 23rd. One thing missing is that we are a host site for the Great Park Pursuit which is part of the Children in Nature initiative. It's through the Division of State Parks and there's incredible prizes at the end of the year. It's limited to 250 total. We last hosted in 2007. July 28th is Recreate in your own backyard. We're 1 of 3 host towns. Anyone from our town can participate on the 28th. Last time we hosted we had 84 new people. We'll have Old Home Day type games, a Catch Us If You Can program, a scavenger hunt and arts and crafts. It's from 10-2. Celeste asked about the Commute Green initiative and Donna will send out more information about that. Donna then gave Celeste a thank you from the MRD to the Girl Scouts for Clean Up Green Up. Next year she suggested the GS let MRD know sooner and they'll be able to embrace it more next year.

- VII. CITIZEN INPUT: None
- VIII. NEXT MEETING DATE AND AGENDA: June 11, 2012
- IX. ADJOURNMENT: Celeste made a motion to adjourn at 8:57. Morgen seconded. Motion carried.