

New Durham Parks and Recreation Commission
Meeting Minutes October 24, 2012
6:30PM New Durham School

Call to Order: 6:34 PM

Attendance: Kristyn Bernier, Kellie Chase, Sherri Brulotte, Sheri Joy, Dot Veisel, Marcia Berry

Excused: Jennifer Nyman

Creative Kids Club: The group was asked to sign PO's for the program, however any receipt that had not been pre-authorized by the commission was denied. Dot and Sherri will continue to enforce with the CKC Director that she cannot spend funds without approval, and that monthly planning is imperative with regard to supplies and snacks.

Financially, the billing system and overhaul that Sherri and Dot have made has been successful. With current clients, there is a credit of in excess of \$1,000.00. There are several past clients with very large balances, and the commission is waiting to see how the civil process for recouping goes. There are 4 targets who owe between \$10.00 and \$100.00, however the expectation is that this will be remedied. These parents have been advised that their children cannot attend the program until they are paid to date.

The director's evaluation was completed, and a new shift schedule has been created. A sign in and sign out policy for parents is in use and being enforced.

Dot Veisel motioned to go into non-public session per RSA 91-A:3 for the purposes of discussing personnel issues. Sherri Brulotte seconded the motion. All present voted aye individually, and the commission entered into non-public session at 8:40PM

Issues discussed were staff evaluations, injury reports and taking an employee off of probation and making the employee a permanent staff member. Also discussed was a hiring need for staff back-up. No decisions were made in non-public session. The group came out of non-public session at 9:15PM

Recreation Director's Report:

Kellie advised that concession stand was being filled, although that she was uncertain as to whether or not it is cost effective. Because of the popularity of the concession stand for players, it is imperative that it stays open. There is a small profit margin.

The Abraham Burtman trust needs to be closed out per the town's financial officer. The fund's purpose is for uniforms. The Babe Ruth team and several other teams are in need of new uniforms, therefore this fund can be utilized to purchase now.

Kristyn Bernier made the motion to expend the monies, within reason, to outfit teams as necessary from the Abraham Burtman Fund. Marcia Berry seconded the motion. The motion passed unanimously.

Kellie has purchased, at the direction of the commission, bleachers, a new batting cage net and wind guards for the baseball fields. There is repair work that needed to be completed for the softball backstop as it had become a safety issue.

The walking path has been edged and completed by Rob Hamilton, with the funds coming from the ball field maintenance line.

The Halloween events are on track with a dance scheduled from 6:15 to 8PM on 10/26/12. The haunted halls trick or treat starts at 5:30 and ends at 6:30.

Kellie reports approximately 75 people at bingo and 16 at cribbage.

A trip is planned for Foxwoods with 32 signed up (the trip requires 35 to break even).

Budget is scheduled for November 7, 2012, and Kristyn will be presenting.

The next meeting is scheduled for November 28 (Wednesday) at 6:30PM.

The craft fair registrations are coming in, and the 5th grade students will be doing concession for the event as in past years.

No other issues were raised.

Meeting adjourned at 9:25PM.

Respectfully submitted,

Kristyn Bernier, Chair