

New Durham Parks and Recreation Commission

Meeting Minutes

January 18, 2016 7PM ND Library

Call to Order at 7:07PM. Present: Kristyn Bernier, Dorothy Veisel, Jennifer Nyman, Patti Luckern, Doug Perkins, Nichole Hunter

Nichole gave an overview of programming for the spring and discussed things she would like to schedule. The Plunge is scheduled for April 17, 2016 and the town wide cleanup is scheduled for April 23, 2016. The Celebrate ND Day will be tentatively scheduled for July 30, 2016, with the Road Race being organized as in years past.

Amanda Turner has offered to do a glassworks class, and there is currently a deadline for registration so supplies can be ordered.

Nichole was asked to advertise for softball and baseball registration in February so parents get their registrations in on time. League deadlines are firm. Farmington 500 was very good to our kids last year, so the New Durham teams will be playing with the Farmington 500 league, while the baseball teams will continue to play in the KCRBL.

Nichole was asked about the status of the check to KCRBL, and whether or not finance had re-cut the check. She will be looking into that.

Kudos to Ken Quigley for running an astronomy program for New Durham residents. It is a great opportunity, and something different all ages can enjoy.

Because of liability and lack of volunteers, we will not be running a skating program at Club Pond.

The transfer paperwork for moving funds from Revolving to General was presented, however there was a question with the dates and the specificity of the document. In order to complete the transfer, Kristyn Bernier made the motion to authorize the amount of \$14,469.17 from the Parks and Recreation Revolving Fund to the General Fund without signatures pending corrections regarding the actual date of August 2015 transfer with the year included on the official New Durham letterhead

which be forwarded via email to all commissioners. Jennifer Nyman seconded the motion. The motion passed unanimously.

Kristyn Bernier made the motion to authorize the amount of \$465.00 to be paid to Collins Sports for basketball shirts, and the amount of \$520.00 to be paid for the Walmart receipt for the Senior Holiday Celebration. Seconded by Doug Perkins. Motion passed unanimously.

There has been no clarification or response to the request for policy changes regarding PO's and payment authorization. This was sought with the Interim TA. Nichole has been asked to continue to use POs as a means to document expenditures for cleaner accounting and a more searchable system.

A discussion took place with regard to concern over the BOS attitude toward recreation and the Commission, specifically with regard to insuring that important programming is not impacted by their lack of decision making regarding appointments and other administrative decisions, as well as the impact of personality conflicts on Nichole and the direction of her position and the program as a whole. Kristyn asked the group's input on combining the funds and donations between the Food Pantry and Rec into one place so that there is more consistency and one place for the funds used to support the Senior Holiday Celebration. The Food Pantry and the Recreation Department and Commissioners have committed to running the dinner on an annual basis and to fund raise accordingly. The group was overwhelmingly positive with regard to doing this. Kristyn Bernier made a motion to explore combining the Senior Holiday Celebration funds between the ND Parks and Recreation Department and the New Durham Food Pantry, preferably transferring it to the Food Pantry. Dot Veisel seconded the motion. Motion passed unanimously.

Kristyn has asked that Winnie Berry or Bill Herman be asked about the best way to efficiently fundraise and account for the annual dinner moving forward.

Kristyn advised the group that there are a couple of families in town who are going through very difficult times financially and otherwise as a result of cancer. One family has the bread winner out of work and fighting the disease with no insurance now that Goodwill let him go after his diagnosis, and another family is dealing with a mom of three fighting brain cancer. There has been interest in spearheading some big fundraisers to earmark in a special account for families in town facing such hardship. If the community can raise the money, decisions can be made to meet the individual needs of each family to help defray some costs. One family has no insurance, while the other does, however they need more by way of help with other costs and getting the children to their activities. NDPRC with Nichole and the Food Pantry have shown interest in organizing the community endeavor and making it an ongoing effort. These efforts might take away from event fundraising, however the significance is so much greater and still provides events to bring people together while raising money and support for those in the community who need it. Ideas discussed were an outing with a band and

raffles at the Legion, as well as a meat raffle – both of which bring in significant funds and are popular with the community. Places to include would be the American Legion, the Masonic Temple, as well as local groups and businesses. Nichole was asked to do a letter for sponsorship opportunities so we are not asking for funds all year, but rather giving people an obligation free way to pick the things they are interested in donating to. These could be added to this list. There are many marketing opportunities to sell tickets and ideas to fundraise within the event. The group was overwhelmingly on board. Kristyn has already started an email list of interested residents, and an initial meeting will be scheduled to organize events.

Nichole has no issue discussing the progress of her raise in public since the BOS has continued to discuss her in public. She has been advised that she is not getting the wage increase she was supposed to have received after a good 6 month review. She is beyond her first year now, and she was told that it will be revisited in another 6 months. This wage increase would have been separate from a merit raise, which also has not yet occurred. There has been no request from the TA for annual evaluations, however the BOS has not given any weight to the thorough evaluation which had been done for Nichole in May of 2015. The BOS has failed to notify Nichole or the Commission why they are failing to grant the wage increase which was decided upon when she was offered the job in September of 2014, given that her starting pay was much lower than the previous director, and that she receives no accrued time, unlike her predecessor. As a note, one of the reasons for the previous director leaving was the lack of support from the BOS and the feeling of not being appreciated when the position did not warrant even a 1% raise, which would have been only roughly \$300.00 for the year or \$5.86 a week. The concern continues that invested employees are not being appreciated and validated, and that small tokens of appreciation, which would make a big difference, are being callously disregarded.

Kristyn Bernier advised that her appointment is up in March of 2016, and that she would be requesting information regarding the direction that the BOS will be taking. As of April of 2016, there will be only two appointed commissioners, 3 hold overs and two open seats. The BOS refusal to appoint has put the program and funding in jeopardy. Decisions need to be made with this possibility in mind, as it is unfair to Nichole to expect her, at 28 hours per week, to manage all of the programming, decisions, budgeting, administration, issues and other responsibilities without proper support to assist her in planning and carrying out events and responsibilities to provide residents with the best opportunities.

Nichole has put the teen hours and the toddler craft program on hold for a few months while she focuses on other program needs, therefore she reports that she should not be receiving the revolving stipend at this time. Kristyn Bernier made a motion to put the \$100.00 per week special program stipend on hold. Motion seconded by Dot Veisel. Motion passed unanimously.

Nichole was lauded for her dedication, creativity, positive attitude and her hard work in making the recreation program her own. The feedback from parents and residents has been fantastic. She works well with everyone and is a great role model and ambassador for the Commission and the community.

No non-public session.

Meeting adjourned at 9PM

Next meeting to be announced.

Respectfully submitted,

Kristyn Bernier, Chair.