

New Durham Parks and Recreation Commission
Draft Minutes April 15, 2010
Meeting held at the New Durham School

Call To Order: Meeting called to order at 6:40PM.

In attendance:

Kristyn Bernier
Sheri Joy
Marcia Berry
Jennie Nyman
Wendi Fenderson
Kellie Chase

Absent:

Al Koehler
Lucinda Erwin
Laura McCarthy

No Public Input

Directors' Reports:

Laura McCarthy left a packet of information regarding the status of the Creative Kids Club. Kim Nottage is working on contracts and has not fully taken over the financials as was planned. Sheri Joy and Kristyn Bernier expressed concern that the financial piece was to have been completely handed over to Kim Nottage to handle, allowing Laura to focus on the hands on and programmatic piece of the business. Kristyn Bernier will stipulate that this transition occur by April 30, 2010 at the latest. Concern was also expressed from the group that contracts were not completed as the group had been advised that contracts were all out to parents.

The financial report for the program still indicates that the Revolving Fund is still owed \$3000.00 – thus indicating that billing and collection is not happening as had been directed. There were numerous families owing balances in excess of one week's fees, and the group re-affirmed their directive that any family owing 2 weeks would not be able to send their children for care until the balance has been paid. The group also expressed that there are a number of parents whose balances will not be closed out despite that they no longer reside in the area. Efforts to collect will continue.

A request to apply for the Smitty Trust grant was denied by the Commission for CKC summer trips., Advertisement was not made last year, and the Smitty Trust paid for transportation to several trips that benefitted very few families. In order not to deplete the

fund and to encourage better advertising for the CKC summer program, the Recreation Commission will not be seeking Smitty Trust funding for the CKC Program.

Until better financial accountability and planning is in place, Commission members declined signing off on a CKC request for funds for crafts and snacks.

Time sheets were reviewed and signed.

Recreation Department:

Recreation Director Kellie Chase reviewed her activities and expenditures.

Commission and Chase reviewed needs for umpires for the season, rosters, baseball and softball meetings, sponsors (so far received: Santoro, Beloin, Piches, BH Cameron, MM Lake Association, Taylor Brown Wild Blueberry Co.).

Marica Berry expressed that she would like to authorize Kellie to sign for Purchase Orders. Discussion ensued as to an acceptable amount.

Jennifer Nyman motioned to allow Kellie Chase to sign Purchase Orders up to \$200.00. Second by Kristyn Bernier. Motion passed unanimously.

Discussion regarding Bingo concession for this week.

Kellie discussed beginning to seek applications for swim instructors for the summer.

Concession stand and Opening Day activities were discussed. Kellie is seeking to have the hot dog machine repaired as opposed to replacing the item.

Future events, trips and activities were reviewed.

Smith Ball Field:

Kristyn Bernier advised that the dugout roves needed to be repaired, and that Rich Grondin volunteered to handle the labor for this. He, Shawn Bernier and Gina Lincoln worked all weekend, and Rich and Gina worked throughout the week. Building materials were submitted to the Commission. Bernier advised that according to two members of the safety committee (joint loss committee deemed the dugouts unsafe two years ago. Paperwork was reportedly submitted to then TA Whittaker, however nothing was forwarded to the Commission at the time).

Kellie has an electrician who will be looking at the electric boxes on the concession stand and scoreboards for repair – this individual will do this free of charge.

Baseball/Softball equipment:

It was explained to the group by Jennie and kristyn that nothing was kept up to date over the last three years regarding sports equipment, and that a significant list must be purchased for the season (This will be taken from the equipment line item from the general operating budget). It was explained that all of the equipment has been inventoried per team and will make end of season inventory and updating easier in the future.

Whitestar continues to work on the three fields in time for the May 1 games.

Kingswood Baseball.

Bernier advised that the JV team did not start their game until 4:15, and did not end until nearly 7PM on Wednesday. It was re-iterated that Anrea Ogden change the schedules to 4PM starts as agreed upon and reissue to coaches and teams so as to stay within the time frames they were given. It was also asked that Sheri advise Ogden that the teams were required to drag and rake the fields, as the Varsity team started to leave without doing so at the Monday game. This is unacceptable.

Kellie Chase read an email from a resident that had been sent to Kingswood and the Laconia Athletic Director about kids throwing trash out of the bus onto the park.

Mention was made that Chip Scully wanted more field time, however New Durham teams need practice and game time on their fields and therefore Kingswood will be limited to games only.

Bernier mentioned the number of dogs running loose on the fields and the amount of dog waste owners are leaving on the fields. The Commission discussed requesting an ordinance change so that dogs are no longer allowed on the playing fields. Dogs could be allowed on the path and parking areas, however owners would have to come prepared to take dog waste with them as they leave. Sheri Joy will speak with Chief Bernier regarding this issue.

Kellie updated the group on the expectations sign being made for the concession stand to remind parents, coaches, spectators and players of their responsibilities.

The Highway Department continues to work of the parking area and will look into creating a warning track for the babe Ruth field.

The date for the road race has been set for August 7, 2010.

Meeting adjourned at 9:30PM.