

**New Durham Parks and Recreation Commission
Minutes of May 19, 2011 Meeting
ND School @ 6:30PM**

Present: Kristyn Bernier, Marcia Berry, Sherri Brulotte, Jennifer Nyman, Dorothy Viesel, Sheri Joy, Kellie Chase.

Absent: Al Koehler

Meeting called to order at 6:35PM. No public present for public input.

CKC Director's Report:

Dot Viesel gave the report for the CKC program and advised that she and Sherri B have met with 13 families with regard to the mandatory parent information meetings they had scheduled. There are 18 families to meet with in the coming weeks. They are working on updating contact lists and standardizing billing. A question was asked with regard to the medical form required by CKC, and the question would be deferred to what the State of NH requires for daycares to have with regard to medical information. Laura and Dot will be attending a state course.

Laura had requested funds to make snack and juice purchases for the month.

Kristyn Bernier made a motion to authorize \$150.00 for CKC snack purchases. Jennie Nyman seconded the motion. Motion passed unanimously.

Laura has had issues with clients calling her personal phone as the only program contact phone and staff not having access to a phone if one group goes on a field trip and another group stays behind. The group advised new members that Laura receives a monthly stipend and had opted not to have a second cell phone. The group consensus was that the CKC program should have a cell phone for parent contacts and for staff to use while away from the program on field trips. The cell phone and plan would be similar to that that the group authorized for the recreation Director at the April meeting.

Sherri Brulotte made a motion to authorize the expenditure of \$50.00 for a phone and for an additional \$30.00 monthly expenditure for minutes. Dot Viesel seconded the motion. Motion passed unanimously.

A discussion was held with regard to hiring a billing person for the program at a \$10.00 an hour rate. The group consensus was to have Sherri and Dot handle hiring this staff member.

The CKC summer program will be mirroring the Library's summer reading program.

Recreation:

The group enquired as to whether or not Kellie had purchased the cell phone that had been authorized at the April meeting. She had not done so and was reminded to purchase the phone and plan so that her personal cell is no longer the primary contact for rec.

The concession stand doors were discussed with regard to \$600.00 remaining that had been encumbered the previous year. The money has been moved back into the cap reserve fund, and therefore the group wanted to be able to access that money again to defray the cost of the new doors. No formal estimate has been submitted or bill, and the group asked Kellie to facilitate that so that the necessary funds could be accessed.

Sheri Joy mentioned that the Lytle memorial tree needs to be replaced. Sheri advised that the tree chosen by the family does not do well in this area, and therefore she is requesting that Kellie contact the family and suggest something more prone to do well in this area, such as a lilac.

Recreation Director's Report:

Baseball is in full swing with an end of the year cookout scheduled for June.

Kellie advised that there is one more bingo session before taking a summer break. She is working on the summer flier and has a soccer, baseball and basketball camp opportunities in the area. A Fisher Cats game and a trip to see the Red Sox play the Yankees in NYC is planned. Tennis lessons, cribbage, deep sea fishing and Foxwoods are all on the agenda.

A reminder was given that the Celebrate ND Day is planned for August 6, 2011 with the road race, and that in the next meeting all requests for funds for the event need to be made. Kellie was asked to provide financials to the group in order to make decisions for the event. Kellie was also asked to compile a list of what has been done and will need to be done for the event. Kellie advised that a couple of groups will be participating, including the PTO with a bounce house and the Scouts with the dunking booth.

The next meeting is scheduled for June 16, 2011.

Meeting adjourned at 8:50PM