

Community Center Committee Minutes

May 7, 2019

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE

Present: Kinga Walsh, Jeff Tousignant, Fred Taylor, Doria Linnetz, Nancy Doniger, Bill Manfredonia, Kevin Byrne

Also Present: Matt Ariniello, Filippo Formica, Olivia Deschenes, Nolan Adis

Absent: Cheyanne Wirtz, Brian Hargraves

Meeting was called to order at 6:37pm

Mr Tousignant moved to accept the minutes of March 19, 2019. This was 2nd by Mr Manfredonia and approved.

Mr Tousignant moved to accept the minutes of April 2, 2019. This was 2nd by Ms Doniger and approved.

Student input

Mr Formica commented that he thinks the pricing proposed for membership is good. The students feel that their peers are looking forward to having a place to go and activities to go to that are affordable.

Mr Tousignant asked the reps to outline at the May 21st meeting what they are each looking forward to at the Center given all they have heard to date.

Directors Report

Construction update – Since our last meeting the interior beams have been installed, and the interior finishings have begun. Carpet and flooring has been done in most rooms. Last week the pool deck slab was poured and HVAC can be completed in the ceiling joists. After HVAC completion, pool deck tiling will begin. The street sceaape portion of the project connecting both the Municipal center and the Community Center has been complete and the road will open this week.

Other Updates – We have signed a 3 year partnership with the Western Connecticut Health Network totaling \$30,000 to support water aerobics and fitness initiatives as well as health education and literacy events. We have solidified our events for the fall to focus on health and nutrition, and in October and November to focus on breast cancer awareness and men's health.

We have finalized the name of the café and its tag line. The Café will be named the "Better Day Café" with a tagline of "Good Food that does great things". We received an anonymous \$5,000 donation to

support the café. Matt is in the process of submitting final applications for licensing for the kitchen after receiving the Food handlers certification for the space. In the coming weeks, we will be signing contracts with distributors for the café.

Matt has been working with the furniture supplier in finalizing our furniture order. Last week, Matt met with the interior designer at QA+M who donated their time to assist with final fabric/laminate finishes.

In the last month, we have attended 3 Community Events. At the Children's Adventure Center's open house for families, we distributed free swim assessment coupons. For the Earth Day event and Referendum Day, we manned a table to answer questions and collect emails.

Our Grand opening is being planned for October 6th from 11am-4pm. We will be soliciting volunteers to help with planning and working that day.

In the past couple of weeks, Matt has been working with the Community Pass team to design the facility software. Staff training will begin on May 13th as we look to begin selling memberships the first week in June.

Kristen has been holding a series of lifeguarding classes that have been very successful. They have already generated some revenue for the Center and created a streamline of employees for us. We have had three sold out classes so far averaging 10-15 individuals.

Matt plans to pass out marketing material and program plans for discussion. We have information sessions set up at both Nunnawauk Meadows and Newtown Woods for May.

Tentative dates moving forward –

June 26/27 keys to the building to be turned over for staff to set up

7/12 – 15 ribbon cutting

7/22 – 7/26 welcome week activities

10/6 grand opening

Old Business –

Community television – Mr Ariniello is already being approached by businesses that want to place ads.

The marketing materials were reviewed enthusiastically with a few minor changes.

The budget and expenditures were presented at the BOS April 1st meeting, then discussed and accepted at the April 15, 2019 BOS meeting.

Membership pricing and discounts were discussed and all agreed any updates/reviews/changes will need to be approved by the Committee.

In order to open discussion, Mr Manfredonia moved a membership discount of 10% off for everyone signing up during first three months. 2nd by Ms Doniger.

Much discussion followed regarding fees, discounts, resident versus non resident, assistance programs, swag bags, incentives, and requests for discounts that have come in. All of these items were in comparison to how to not make the Community Center a burden on the town budget. Fiscal responsibility while being available to all was a priority.

Mr Tousignant moved a veteran membership discount of 10% off of membership rate only as per the Board of Selectman suggestion at their April 15th meeting. Ms Doniger 2nd the motion The motion was approved.

Ms Linnetz amended Mr Manfredonia's motion: replace the proposed 10% off for everyone signing up during the first three months to be the first 150 memberships will be entitled to a swag bag which will include: 10% off a program, \$5 Café Bucks, 2 guest passes and a promotional item. This was 2nd by Mr Manfredonia and approved.

Ms Linnetz moved to adjourn the meeting with a 2nd from Mr Manfredonia this motion was approved.

Meeting was adjourned at 8:48pm

Respectfully submitted,

LeReine Frampton, clerk