

## Community Center Committee Minutes

June 4, 2019

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE

Present: Kinga Walsh, , Nancy Doniger, Bill Manfredonia, Kevin Byrne, Cheyanne Wirtz, Fred Taylor, Filippo Formica,

Also Present: Matt Ariniello

Absent: Doria Linnetz, Olivia Deschenes, Nolan Adis, Jeff Tousignant, Brian Hargraves

Meeting was called to order at 6:30pm

***Mr Manfredonia moved to accept the minutes of May 7<sup>th</sup> 2<sup>nd</sup> by Ms Doniger approved Ms Wirtz abstained***

***Ms Doniger moved to accept the minutes of May 21<sup>st</sup> 2<sup>nd</sup> by Mr Byrne approved Ms Wirtz and Mr Taylor abstained***

### Directors Report

#### **Construction Update-**

Interior finishings are being completed, the east/west wing hallways are filed and the lobby is next. Pool deck tiling began last week. Site work in the parking lot and we are awaiting the go ahead for paving. We expect a start date of about 6/15. We will discuss a date for a walk through with the committee Tuesday evening. The furniture order has been placed for both Centers as of last Thursday.

Met with Rob Sibley regarding landscaping plans. Drains were removed from parking areas and landscaping will be taking up the water saving about \$700.000. There is a specific plan that was approved. Mr Ariniello is now trying to get some of the plants donated.

Health Department was happy with the progress so far. State Department is coming to inspect the pools. Mr Poeltl will inspect pool deck next week. Waiting decision on storage of pool chemicals from Fire Marshall.

**Other Updates:**

We are currently in the final stages of Facility Manager interviews and are looking to have someone in place by the end of June so that this individual can work with the construction company and vendors prior to opening. Welcome desk interviews and bookkeeper interviews have been set for next week and we plan to have those positions in place early July. I am hosting walk throughs for our housekeeping vendors this week and will have a company solidified by next week as well as bids out for the large item cleaning materials. Wednesday we will receive our AED donation from the "In a Heart Beat Foundation".

This week begin the process of training on membership sales and look to begin sales the second week in June. We have planned membership sales to happen at multiple locations including the Municipal Center, Senior Center, CH Booth Library and Nunnawauk Meadows. We are putting together some A frame signage and a press release to announce the sale.

We are currently in the process of planning "Water Safety Week" initiatives prior to registration for the fall session beginning. This week will offer a free swim lesson/swim evaluation and lesson on water safety education utilizing the Redwoods Foundation grant we received last fall.

At our late June meeting we will have yard signs available for those who wish to display them at their residence. If you are interested please contact Kinga and you can sign a temporary sign permit.

Hours of Center – Monday – Friday 6am – 9pm, Saturday 6:30am – 7:30 pm, Sunday 7am-7pm

Ribbon cutting estimated date is now July 15-18.

Church Hill Village has been receiving pool requests so they are looking at membership purchases as incentive for their sales.

Met with NYA regarding programming. Working on a fall joint activities event. Swim/gym or triathlon

Staff rally to be held 7/11 from 5-8pm. This will be a full evening of training including DCF training on child abuse as well as CPR and First Aid. This is an opportunity for staff to meet and get to know one another. 30-40 staff members are expected to attend this mandatory training session.

We are offering a water safety Course which certifies a person to teach swimming lessons. There are only 2 being offered in the state.

## **Student update –**

Mr Formica stated he hears excitement for the pool at the Middle School.

## **Membership –**

Discussion on commitment needed to determine membership.

***Mr Byrne moved that an annual(12 month) membership is paid in full up front. This can be paid by check, cash or credit card. Month to month memberships are paid by bank draft or automatic credit card payments. 2<sup>nd</sup> by Ms Wirtz. Approved***

***Mr Manfredonia moved to offer a Resident's Promotion. A resident that purchases their prepaid annual(12 month) membership by September 30<sup>th</sup> will receive a 10% discount. The first 150 to purchase this promotion will receive a swag bag as well. The annual membership must be paid in full to qualify for this promotion. 2<sup>nd</sup> Ms Doniger approved***

***Ms Wirtz moved to approve as amended the Financial Assistance paperwork. 2<sup>nd</sup> by Ms Walsh. Approved***

***Mr Manfredonia moved pricing on paid programs to be that non member residents will pay one and a half times the member price and a non member non resident will pay twice the member price(ie member \$90, non member resident \$135 non member non resident \$180) Ms Doniger 2<sup>nd</sup> approved***

Combo events with NYA or another organization will have resident and non resident rates only.

Discussion on ads for event tv in lobby.

Discussion on June/July marketing- Billboard, tax mailer, Bee (online, extra and print issue), facebook, Instagram, yard signs, pole banners, June 8 butterfly event, Rooster Run, Mad Dash and email blast once member sales start

Discussion on Committee to Commission process.

***Ms Wirtz moved to accept handbook as presented. Mr Manfredonia 2<sup>nd</sup>. Approved***

***Ms Doniger moved to adjourn with Mr Byrne 2<sup>nd</sup>. Approved***

Meeting adjourned at 9:04pm.

Respectfully submitted,

LeReine Frampton, clerk

