

Newtown Community Center Committee

Sept 4, 2018 6:30 pm Town Hall South

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE

Ms Walsh called the meeting to order at 6:32.

Present –Nancy Doniger, Fred Taylor, Kinga Walsh, Brian Hartgraves, Jeff Tousignant, Bill Manfredonia

Absent – Bill Buchler, Doria Linnetz, Cheyanne Wirtz,

Also Present – Matthew Ariniello

Mr Hartgraves moved to accept the minutes of the August 21st meeting. 2nd by Ms Doniger – approved.

Construction update

Mr Hartgraves will be donating breakfast for the crew on September 14th.

Contingency impacted by three Town directed changes since estimate approved: Health Dept. requiring installation of grease traps at \$42,000, change in water tapping location \$42,000, and need for water filter and subsequent booster pump \$54,000.

Mr. Ariniello is working with C&W and QA to check on cost saving measures – Sun leavers on the pool side windows originally estimated at \$52,000 (in the budget) possibly changing to tinted windows or reflective mirror type (\$13,000). This will give us some savings but checking into what that will effect with sun glare. Checking to see if security cameras from EOC capture the back side of the Community Center to avoid duplicating security cameras on that side. Mr. Ariniello met with Maureen Will and Al Miles to discuss the phone/internet and security components of the Community Center.

Masonry walls are being completed and fire protection service lines are being installed. Roof decking will be completed in the next couple weeks. Bricks have been delivered for preface.

GE acknowledgement

Looking for a quote to keep with the message. Mr Hartgraves will check GE's pr pieces to find a quote that would connect to our mission statement. Possibly remove "as they continue to heal" from quote by Jeffery Immelt (retired CEO that brought Newtown employees together to come up with donation idea because he wanted to do something to help). Mr Hartgraves will bring thoughts to GE and bring back ideas for plaque.

Grant application status

In attached director's report. Discussion from committee members on establishing a "Friends of CC" group in order to gain a 501c3 status. Many grants and donations are inhibited without the 501c3 status.

Event volunteer sign up

Matt will prepare FAQ sheets for the events. Everyone should use the same phrasing to avoid confusion. Matt will be at all of them and would like someone with him.

9/15 Art Festival

9/21 Family Dinner Night

9/22 Health Fair - Matt will be sharing with Park and Rec so this one is covered

10/6 Newtown Day (revamp of last year's food truck event where about 5000 people attended)

10/31 Halloween on Main Street – Matt is looking into glow in the dark stickers to hand out for kids and paper handout for parents

Finance Subcommittee

October 1 is the first meeting. Brian Leidlein will be attending. Andy Clure was on cc committee that prepared an estimated budget in 2014-15, and he will also be invited to attend.

Fundraising met August 22nd (a report is attached). Concentration will be on items currently left unfunded: patio which is necessary for events, landscaping around the building, and audio/visual equipment. They are working on a list of potential donors which will receive a personal visit with a leave-behind packet of information.

Discussion occurred on donor wall and how to display and sizing to acknowledge donations. There needs to be a specific purpose for donation. Donations will be to enhance the original GE donation. Separate discussion occurred on how to present and ask for donations. Areas to fund raise for could include:

- 1) Capital items
- 2) Financial assistance and special events
- 3) Eventual capital improvement

Some donations may be inhibited by lack of 501c3.

Membership met August 28th draft attached. Suggestion – consider a prebuy or limited time offer of X months free with annual membership to create interest in center. Marilyn Place (SC Director) wants to have Community Center handle programming of pool for seniors, Mr. Ariniello was in agreement. The discussion of a discount for senior center members was discussed. Legacy membership will be discussed next meeting.

Organizational to meet with Mr Rosenthal on Friday to discuss.

Community Connection report attached. Discussion on Lunch and Learn at Senior Center (held Friday, August 31, 2018). About 60 seniors attended. Mr. Ariniello explained the difference between Family Locker rooms and regular locker rooms. Seniors requested water aerobics classes and were told that is in the plan for programming. Seniors want access through inside door. Ms Walsh stated that was always part of the plan and how the center was presented (during NCCC meetings). Mr Ariniello said that as of right now, the electric infrastructure is there for a possible key fob or other entrance security system but the equipment is not in the current budget. Ms Walsh pointed out that this was likely a senior center cost and not a community center cost. Discussion on safety and accountability for checking in using alternate entrance occurred. Agreed a way needs to be figured out to use access door and require the seniors to still check in at the front, main desk.

Logo

Preliminary designs presented and discussed. Mr Ariniello is to contact company and have them submit corrections. Discussion occurred on color, branding clothing, and simplicity of design. Committee agreed looking for classy and artistic. Two lines of print preferable to three lines of print. CC gets all rights to use the logo once approved. New design(s) to be presented at the next meeting.

Motion to adjourn by Mr Hartgraves second by Mr Tousignant approved

Adjourned 8:17

Respectfully Submitted,

LeReine Frampton, clerk

Newtown Community Center Membership Sheet

Categories	Full Membership		Program Only Membership	
	Resident Rate	Non-resident Rate	Resident Rate	Non-resident Rate
Youth (0-12)				
Teen (13-19)				
Adult				
Family				
Couple				

Membership rates will be listed as monthly charges in above matrix, Program only membership is an annual rate

Membership Categories

Family membership defined as 2 adults and all children living in the same household under the age of 21

Couple membership defined as 2 adults over the age of 18 living in the same household

Youth membership defined as any child under the age of 12

Adult

Senior Discount will follow Senior Center age guidelines

<p>Discounts – Percentage reduction applied to stated rates above</p> <ul style="list-style-type: none"> • Senior vs. Senior Center • Military/Disabled Vet • Town Employees • Educators • First Responders • College • Corporate Discounts <p>Financial Assistance Available</p>

DIRECTORS REPORT

September 4th, 2018

Construction Update

Simpson Street is currently closed due to water tapping and installation of kitchen grease traps. Masonry walls are being completed and fire protection service lines are being installed. Roof decking will be completed in the next couple weeks. Brick was delivered last week and preface will start within the next couple weeks after the masonry pool walls are completed.

Committee Updates

The Membership subcommittee met for the second time and made significant progress. Jeff Tousignant will give a brief committee update this evening.

The Fundraising and Development subcommittee met for the first team time and outlined the major areas of need. Nancy Donniger will give the committee update this evening.

The Programming subcommittee will meet for the first time on Monday, September 24th at Town Hall South at 6:30 pm.

The Organizational Structure subcommittee has transitioned into a finance committee and will meet on October 1st at 7pm at Town Hall South.

The Health and Safety Committee will be meeting in October (this committee will be comprised of representatives from the Health Dept., Police Dept. and Fire Marshalls office). The goal is to develop policies and procedures for the facility.

I will be designing a Google Calendar to keep track of all subcommittee meetings and committee meetings.

Community Conversations

Last week I was able to attend a two day "Life is Good" Playmakers training with Newtown Public School staff funded by the Newtown Sandy Hook Community Foundation. This training was beneficial and will help assist with programming down the road.

Last Friday a "Lunch and Learn" was held at the Senior Center for seniors to learn more about the Community Center and new Senior Center. The event was well attended, 56 seniors were in attendance and the response was well received.

A presentation was made to the Rotary Club last Monday regarding an update on the project. The rotary supports the project and would like to be involved in the future with the Center.

Meetings with Union Savings Bank and Savings Bank of Danbury have been scheduled to bring them up to date on the project.

In collaboration with Park and Rec, we are currently looking at dates for lifeguarding classes for the Fall and Winter.

Grant Updates

The Newtown Sandy Hook Community Foundation grant has been submitted and awardees will be notified in October.

A grant for Water Aerobics through the Western Connecticut Area Agency on Aging has been submitted. This grant would cover trainings for aerobics instructors, supplies and cover staffing costs for the first five months.

A Grant through Savings Bank of Danbury is due on September 28th. Nancy and I are currently working on a Redwoods Group Grant for security.

I will be sending around a volunteer sign up for shifts at community events in the Fall to promote the NCC.

Newtown Arts Festival
September 15th

Family Dinner Night
September 21st

Newtown Day
October 6th

Halloween on Main Street
October 31st

Development/Fundraising Committee

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The Development/Fundraising Committee met Aug. 22 at Town Hall South. Present were Pat Llodra, Fred, Matt and me.

We discussed the need to raise funds for essential items not covered in the construction budget: Chief among them are landscaping, the patio, estimated to cost \$96,000, and audio visual equipment and decided to direct major fundraising efforts toward them.

We will create a list of potential donors for these items, produce a packet of information to present to them and make personal visits and calls after we regroup at our next meeting on Sept. 26 at 6 p.m. at Town Hall South. We will reach out to the overall committee for donor names and volunteers to call on them.

In addition to the major donors, we will be seeking donations from the community at every level for other needed items and will create a list. Some suggested items are bike racks, trash cans, dog tie-ups, charging station, easels and art supplies, bathing suit spinners, and equipment for an after-school zone.

These donors will be honored through a mural wall. Matt forwarded a brochure from Presentations, Inc. that we are evaluating and will present to the committee once we select a logo.

— Nancy Doniger