

Community Center Committee Minutes

November 5, 2019

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE.

Present: Jeff Tousignant, Nancy Doniger, Cheyanne Wirtz, Bill Manfredonia (arrived 6:43 p.m.),

Also Present: Matt Ariniello – Community Center Director, Joanne

Absent: Kinga Walsh, Fred Taylor, Kevin Byrne, Brian Hargraves, Filippo Formica, Doria Linnetz, Olivia Deschenes, Alexis Underwood

Public Participation: none

Meeting was called to order at 6:39 pm

Approval of Minutes:

Acceptance of the minutes was tabled until the next meeting due to lack of quorum.

Directors Report

Community Center Director, Matt Ariniello began the meeting by informing members that he will be meeting Caldwell Walsh on November 6th for a post project status update.

Building updates:

Recently the pool was losing water due to an issue with the main drain that comes out of wall. They have been able to plug the hole to prevent further water lose, but the issue still must be resolved. The Public Building & Site Commission has approved adding a needed isolation valve. The lockers rooms and tiles in the kitchen had been grouted with a grout that was not waterproof, so a sealant will be added. Drainage issues continue to happen. Marble thresholds and shower curtains are being considered to help contain the water. Mr. Tousignant asked if the showers would still be ADA compliant if the thresholds are added. Mr. Ariniello confirmed that they will. There are now white blotches on the vinyl flooring which may be a result of the chlorine, so tiling the locker room is being considered. Issues with insufficient hot water continue. The architects and construction company have confirmed the current set-up replicates the original design. The Chief Building Official, John Poeltl, is working to identify the issue. The group discussed the need to resolve this issue in order to obtain a permanent CO. Mr. Tousignant asked if there was an opportunity to obtain an extension on the temporary CO.

Membership updates (see Attachment A):

In the month of October the center netted 286 new memberships which results in a total of close to 4,000 members. The original goal was to reach 1,000 members by January.

For Veterans Day there will be a special offered to veterans where they will be offered free access to the center for 2 days, a 10% discount on membership and a free item at the café.

Staffing:

Extra staff is being brought in for days when the schools are closed. Active recruiting for life guards continues. There is currently a nationwide shortage of life guards.

Programming:

The late fall programs have started. There are 200 kids registered for swim lessons and 75% of the classes are full. More swim lesson instructors need to be added. Adult beginner swimming class began Monday, November 4th and the class is full. The total revenue for this session is at \$23,000 and there are still 6 weeks remaining and bigger events coming up. The Center is looking to reach \$25,000 each session.

A new program is starting called “Boxing for Life” which is in partnership with Parkinson’s Association and is for people with movement challenges. The program will be composed of water aerobics and boxing components. More sign-ups are expected. The Center is currently looking for a grant, but found there are scholarships available for participants through the Parkinson’s Association.

Water aerobics classes continue to thrive and most of the morning classes have a wait list. The first dive in movie was a success. There was also a Halloween where the Senior Center participated allowing children to walk through the center to trick-or-treat. Family game night was sold out with bingo, prizes and dancing.

Strategic Planning Subcommittee:

The Strategic Planning Subcommittee has established their goals and focus for the next 6 – 15 months. Their plan has 3 areas of focus – community outreach, capital planning, and financial planning.

The Programming Subcommittee met last night and discussed health and wellness classes. There is good attendance and the Center is in a really good place with programs. Adjustments are being made when necessary and they are working on ideas for the winter session.

The Community Center was recently evaluated by the Red Cross for the site and life guards and passed with flying colors. The Red Cross was very impressed with policies and procedures. The report is available by contacting Mr. Ariniello.

There will be a *Calendar of Kindness* for month of December to promote events in community. Some of the events include: *Lunches with Love* where families and members of the community can come together and make brown bag lunches, a multi-generation program with *Ben’s Lighthouse* which will include choral singing and cookie decorating with the seniors. The *Catherine Violet Hubbard Foundation* will be making bird seed ornaments to hang around campus. Finally there will be a giving tree in the lobby to support Social Services and the Center is working with CT Children’s Hospital on a stuff a stocking event for stockings to be delivered to kids in the hospital.

The Center is receiving many requests for Christmas and birthday parties. Also in the month of December the Center will be hosting the High School Art Show starting December 16th.

Old Business

Monthly Finance review (see Attachment B):

The Community Center had a little over \$282,000 in expenses with a net of around \$15,000. There are no utilities included in these numbers Mr. Ariniello is working with Public Works, so once these bills are included there will be a real picture of where the Center needs to be.

The group discussed annual membership registrations and how they are reflected in the budget. Mr. Ariniello explained that they are looking at doing another big push at the beginning of next year. Larger marketing costs have been completed and the marketing budget is on target. Ms. Wirtz noted that once some of the issues have been resolved the expenditures should decrease. Mr. Manfredonia asked what is being done to prepare for lean months in the summer. Mr. Ariniello explained that there will be a push of other facets such as birthday parties, rentals and other events. The group discussed the need for additional staff.

Friends of the Newtown Community Center Update:

Joanne began by telling Committee members that the Friends of the Newtown Community Center began in July (2019). Although the group is still in its infancy it is well organize. They have their not-for-profit and are working on a more robust presentation. A Pay Pal account, Amazon Smile and Facebook page have been set-up. Their tag line is "Helping Newtown Build our best community". The November meeting will be to strategize how to get volunteers. The 3 goals are: 1) determine events that will raise awareness of the Center, 2) raise funds, 3) hold events that will strengthen community bonds. Events that the Friends of the Newtown Community Center is planning to hold are: a family friendly First Night on December 31st, an aquatics event called "Splash-a-thon" in March or April, a breakfast of champions focused on people in community, and last a "Boo Bash" Halloween party for adults which would be a casual event with dinner and a live band. The biggest task right now is to get volunteers.

Mr. Manfredonia asked if it would be possible to establish a specific night for the meetings and gave the example of Tuesday evenings.

The meeting ended 7:59 p.m.

Respectfully submitted, Kim Chiappetta, clerk

Attachment A

**Newtown Community Center
Membership Count- October 2019**

Membership Category	September	October	Difference
Annual Adult	21	29	8
Annual Family	123	143	20
Annual Senior Couple	41	48	7
Annual Senior	72	83	9
Annual Single Parent Family	15	17	2
Annual Youth/Teen	1	1	0
Monthly Adult	62	93	31
Monthly Family	243	366	123
Monthly Senior Couple	38	55	17
Monthly Senior	105	144	39
Monthly Single Parent Family	23	37	14
Monthly Youth/Teen	11	15	4
Volunteer First Responders		4	4
Volunteer First Responder Family		6	6
Employee Membership	3	5	2
Membership Units	760	\$1,035	+286

Attachment B

Newtown Community Center - Special Revenue Fund ESTIMATE From Inception to October 31, 2019 - as of 12:00pm

Beginning Fund Balance - 7/1/2018
Revenues

\$ (6,986.00)

	YTD Amount					Total-YTD
	2018-2019	Jul2019 - Aug2019	Sep-19	Oct-19		
Federal Grants	-	-	-	-	-	-
State Grants	-	-	-	-	-	-
Rental Income	-	2,488	3,335	2,424	8,247	
Other Grants	12,000	10,000	-	-	10,000	
Charges for Programs	1,300	3,745	2,257	7,309	13,311	
Charges for Aquatic Programs	12,739	27,675	9,967	20,997	58,639	
Membership Fees	8,842	85,037	42,047	31,025	158,109	
Interest on Investments	11,150	-	-	-	-	-
Misc. Revenue (ie. Special events)	-	-	-	-	-	-
Income-Community Café	-	484	2,071	2,555	4,761.75	
Donations	43,220	18,090	5,416	6,115	29,621	
Donations-GE	1,000,000	-	-	-	-	-
Scholarships	-	-	-	-	-	-
Credit Card Processing	-	(257)	-	-	-	-
	<u>1,089,251</u>	<u>147,262</u>	<u>65,093</u>	<u>70,425</u>	<u>282,688</u>	
Expenditures						
	<u>YTD Amount</u>					
	Orig. Budget	2018-2019	Jul2019 - Aug2019	Sep-19	Oct-19	Total-YTD
Salaries & Wages - Full time	176,000	101,660	31,513	20,312	20,312	72,136
Salaries & Wages - Part Time	286,000	4,342	26,621	16,887	16,306	59,814
Salaries & Wages - Seasonal	-	-	-	-	-	-
Group Insurance	65,628	1,263	373	186	188	748
Social Security Contributions	35,343	8,019	4,966	2,498	2,448	9,913
Retirement Contributions	15,000	4,955	1,632	645	807	3,084
Fees & Professional Services	30,000	9,493	505	72	200	777
Marketing	15,000	21,833	1,264	5,718	2,344	9,327
Water/Sewerage	20,000	-	-	-	-	-
Repair & Maintenance Srvs	25,000	-	1,031	514	403	1,948
Contractual Srvs	33,000	-	3,717	3,078	5,765	12,560
Dues, Travel & Education	6,500	623	100	13	134	247
General Supplies	18,000	5,616	2,488	422	408	3,318
Office Supplies	6,500	1,557	1,618	225	7	1,849
Program Supplies	20,000	1,962	1,303	1,662	49	3,014
Pool Supplies	15,000	153	769	2,519	185	3,473
Community Events	4,000	248	717	369	1,233	2,319