

## Community Center Committee Minutes

October 8, 2019

THESE MINUTES ARE SUBJECT TO APPROVAL BY THE COMMUNITY CENTER COMMITTEE

Present: Kinga Walsh, Nancy Doniger, Cheyanne Wirtz, Brian Hargraves, Fred Taylor, Jeff Tousignant, Filippo Formica

Also Present: Matt Ariniello

Absent: Bill Manfredonia, Doria Linnetz, Kevin Byrne, Olivia Deschenes, Alexis Underwood

Meeting was called to order at 6:35 pm

***Mr Hartgraves moved to accept the minutes of September 10th 2<sup>nd</sup> by Ms Doniger – approved***

***Ms Walsh moved to add the discussion and possible action of the new website to the agenda. 2<sup>nd</sup> by Mr Tousignant - approved***

### **Directors Report**

“I would like to thank everyone who helped make this weekend a success. We had nearly 400 members of our community come through our doors to participate in the day’s events, get tours and peek at the facility which resulted in 17 new memberships.

Last weekend was a busy one at the center. We hosted the town wide Health Fair, which saw its best numbers in a long time and reached a new demographic being at the facility. Later that evening we hosted nearly 200 people for the Scholarship Association Gala and had our first kids night out event with 60 kids participating.

The Center is still in the process of resolving ongoing construction punch list items. We continue to have outstanding locker room issues which are being reviewed by PBSC, CW and QA+M. We had planned to start changing the locker room shower heads but, the units that were sent do not match what is needed. The booster pump and sand filter have been plumbed to work appropriately. Hot water continues to be an issue in the locker rooms. DTC the mechanical engineers were out to review last week and we are hoping to have a report by weeks end on next steps.

The engineers will also be reviewing some malfunctioning HVAC units. It has been discovered that both the tiles in the kitchen and in the locker rooms were never sealed and need sealing, the architect to advise next steps. We are awaiting final recommendations for new flooring for the multi-purpose space. I have asked the architects to look at a more durable solution when the floor gets replaced. We are currently looking at multiple vendors for bids for air filters and chlorine. I am

currently researching bollards to be placed in front of the building as we have had many occasions of drivers believing it is the entrance.

After working with sound proofing engineers, we have placed an order for acoustical panels to be placed in the Activity Room and Health and Wellness spaces. There is a four week lead time on those items which will then be installed by Public Works in a cost saving measure.

On October 1<sup>st</sup>, minimum wage increased. All staff pay has been reflected to make the adjustment. With that being said, we have increased our swim lessons \$2 to account for the increase in pay.

Membership at the Center continues to grow.

The past events on the campus have certainly helped exposure. The past month we have had the Arts Festival, Carnival, Health Fair and Car Show on the campus. As the weather begins to change, I expect our numbers to increase through the winter. The past couple days, we have had requests for the First Responders membership which will be reflected on next month's report. Starting Monday, October 7<sup>th</sup>, we will begin to photograph our members for our software. This security feature will allow us to make sure it's the member checking in and for other verification purposes.

Special thanks to Charter for their donation of the Wibit. We have tested the Wibit (Aquatic Obstacle Course) and look forward to utilizing it for our Middle School Mania event next weekend.

Our next programming session begins on October 28<sup>th</sup>. Our late fall programming guide will be released on Wednesday. This week is a busy one, we have a no school event with Circus Moves doing a program for 15-20 kids. Friday night is family bingo and Saturday is our Gym and Swim event run in collaboration with the Newtown Youth Academy and our pumpkin painting party. We have added some new programs for next session "After School Art" which includes bussing to the center. Kristin is currently running a Lifeguard class with 5 registrants, we continue to recruit more guards and swim instructors.

We continue to build on our life is good program. We plan to host a Professional Development Day on November 5<sup>th</sup>, for Newtown Public Schools and look forward to hosting founder Steve Gross. We plan to roll out our trainings for the year and program development initiatives.

In the month of December, I plan to launch a Calendar of Kindness working with Family Foundations and other non-profits. The Community Center will be partnering with WIN in November to collect food for Newtown Families for Thanksgiving baskets.

I recently submitted a grant to the Savings Bank of Danbury and am working on a AARP Grant for Water Aerobics and a Swimming Foundation Grant for swim lessons. We should be hearing back shortly about a few other grant requests."

FEMA award letter came, we are still waiting for the check.

## New Business

Discussion occurred about holding an annual open house. Mr Formica suggested setting up the same way as the Middle School hosts its Club Fair. The Open House should include a program fair where there is a table set up for each type of program with information about the programs. Mr Formica will be bringing the High School programming to the November meeting to help eliminate duplication. Nothing is currently outside of the Guidance Office. Social Media communication is most effective for the High School. Currently the High School students have been purchasing day passes instead of memberships even though it costs them more in the long run. Mr Ariniello is currently working on a High School version of the Middle School Band Mania.

Suggestion was made to have a couple of hard copies of programs for the seating areas, perhaps in a binder of sorts to indicate the copies were to remain in that area.

Website observations –

Gallery will be updated with current pictures.

Press releases need to be updated. Perhaps there could be a direct feed from the Bee.

The website is now under our control.

History of the Center is under the about us tab

Looking for a Community Center Calendar currently under tab for schedules and each type of program is on a separate calendar. Ms Cebry will be sending a google poll to create the winter program guide.

Types of Financial Reports will be needed for committee planning. Discussion on the Roles and Responsibilities of changing from Committee to Commission, Ms Walsh will follow up with Mr Rosenthal regarding this.

Discussion on non-resident joiner's fee.

***Mr Hartgraves moved to institute a \$35 fee for non-residents applying for membership. This is only charged upon application for membership. If the membership lapses for 6 months, the non-resident member will be required to pay the fee to reinstate their membership. If the lapse is less than 6 months, no extra fee will be charged. 2<sup>nd</sup> by Mr Tousignant – approved***

***Mr Tousignant moved to form a subcommittee for Long term strategic planning. Mr Hartgraves 2<sup>nd</sup> the motion – approved.***

***Mr Hartgraves moved to adjourn at 8:11 2<sup>nd</sup> by Ms Wirtz. approved***

Respectfully submitted, LeReine Frampton, clerk