Lafayette Recreation Committee

**October 3, 2019—Meeting Minutes**

Attending: Cindy Berlack, Adam Boyer (6:03), Kim Cowles, Haley Ireland, Gordie Johnk, Matt Koehler, Mike McKeever, Meghan McPhaul

Absent: Launa Glover

Guests: none

Meeting called to order at 5:35 pm

September minutes reviewed and approved.

**Budget**

* Reviewed line by line. Income and expenses on target. A few minor changes suggested.
* Goal is to try to finalize 2020 budget at November meeting.
* Despite needing extra staff this summer in Kris’ absence, salary is on target.
* Reviewed Kim’s proprosal to modify her salary to compensate her for additional responsibilities in the absence of a youth director. Her plan will also allow Rec to hire Gillian Cahill and two other adult counselors for summer 2020, all while staying within the current salary budget. Will review further at next meeting.
* Committee has some questions regarding exempt/nonexempt status among other payroll/salary issues—Kim will invite Holly to the next meeting to discuss.
* Briefly discussed the differences between compensation vs. cost of living raise vs. merit raise and how to apply these to rec staff salaries.

**Dow Tennis Court**

* Cindy continues to work with Dow Academy Association on this project. Because the land cannot be subdivided, it can’t be sold to the town; but it could be leased to the town. Seems to be more support from Dow Academy currently than in the past. This is a long-range, ongoing project that Rec supports, but will not be directly involved in until Dow Academy and the town come to an agreement.

**Pavilion**

* Presby finishing up decorative touches.
* Kim would like to have a ribbon cutting/party in the spring once it’s finalized.

**Soccer /Pumpkin Jamboree/Halloween Cup**

* Soccer going well for all age groups.
* Pumpkin Jamboree on October 12 for K-2. 18 teams registered. Franconia Community Church to bring hot drinks/snacks.
* Halloween Cup
  + Biggest need is officials, especially adult refs for playoff games.
  + 58 teams registered.
  + Concessions—parent committee organizing.
  + Kim purchased a Square credit card reader, so will be able to take credit cards this year=no need for Cash Cow.
  + Brent Detamore organizing officials. Angela Figallo-McShane organizing results/scoreboard etc.

**Evals**

* Reviewed new rubric developed by subcommittee. A few minor changes recommended, Meghan will revise accordingly. Committee and Kim agree to adopt. Will trial the rubric this year and see how it goes.
* Kim provided committee members with her self-evaluation. Committee will review the self-eval prior to the evaluation meeting which is scheduled for Thursday 10/24/19 @ 5:30 pm. **Committee members must be present at the evaluation meeting to contribute to the evaluation process.** Committee will complete Kim’s evaluation in a timely manner and give it to her **PRIOR** to the November meeting so she has time to review. Goal is to give all parties adequate time for this process and be ready to discuss if needed at the November meeting.

**ConvenientMD Urgent Care Sponsorship**

* ConvenientMD approached Kim about sponsoring youth teams or sponsoring a large banner. Committee agrees that team sponsorship is not applicable to our organization. Committee also does not want to allow them larger signage than other sponsors.
* Discussed other sponsorship opportunities such as a scholarship or donation toward rink resurfacing or new playground structure.
* Kim will follow up with ConvenientMD and report back to committee.

**Next meeting**—Thursday, November 7, 2019 at 5:30 pm

Meeting adjourned at 7:38 pm