

ASHFORD PARKS AND RECREATION COMMISSION

MEETING AGENDA

9/12/22 7:00 PM RECREATION OFFICE

- A. Call to Order:** The meeting was called to order at 7:07 p.m. Members present were Sheryl York, Amanda Holden, Dave Roston, Dan Kehoe, Neil Gordon, Andrew Doering, and Leslie Bizijl.
- 1. Public to be heard-** No public to be heard
 - 2. Financial Report-** No current financial report to be shared
 - 3. Secretaries Report (minutes from last meetings) -** Correction to the following sentence; Old Business, Summer Program Data: “The Music in the Park series has a total expenditure of \$3,600, which was a *100 dollar* loss.”
 - a.** Motion made to approve the minutes from the last APRC meeting on 8/8/22. The motion was seconded and carried unanimously.
- B. Old Business**
- 1. Summer Program Data-**
 - i. Camp Out-** There was good weather and a larger turnout than in previous years.
 - ii. Bike Camp-** 21 kids participated. The total income was \$1050 and the total expenditures were \$103. This left a total profit of \$947.
 - iii. Summer Swim-** 36 kids participated. The total income was \$1980 and the total expenditures were \$1125. The total profit for the summer swim program was \$860
 - iv. Summer Camp-** 27 kids participated. The total income was \$4175 and the total expenditures were \$1950. This left a total profit of \$2180.
 - 1.** Discussion occurred regarding the high number of campers this program brought in. When staff was hired their pay was based on 20 campers. Due to the successful program, a bonus was discussed for the two counselors who participated in the summer program.
 - 2.** Motion was made to approve a \$100 bonus to the adult counselor (18+) and a \$50 bonus to the junior counselor (16+). The motion was seconded and carried unanimously by the commission.
 - v. Summer Basketball-** 17 kids participated. The total income was \$575 and the total expenditures were \$100. The profit for this program was \$415.
 - vi. Summer Concert Series-** The APRC budget for this concert series was \$3,500. The total expenditures for the bands were \$3,600, which resulted in a \$100 loss.
 - vii. BBQ during Red Stain-** The BBQ that was hosted by APRC had a total income of \$800. The total amount of expenditures, which were for items like cabbage, corn, etc., was \$454. This left a total profit of \$345.
 - 2. Family Day- Sunday 9/18/22, 1-4**
 - i.** APRC will cook burgers and hot dogs. A list was drafted of items needed and shopping will be completed later this week. The commission discussed the cost of the burgers and hot dogs.
 - ii.** The day will be packed with many fun events such as the Babcock Band, The Flamingo Big Band, a bounce house, snow cones, popcorn, corn on the cob, and

iced tea. The event will also host interactive performers called Circus Moves.

C. New Business

- 1. Pickleball Courts-** The pickleball courts are finished being resurfaced and there have been many people playing. Local pickleballers are planning a ‘Pickleball Potluck Palazzo’ on 9/24 to celebrate the opening of the court. Any interested participant is welcome to bring a food item to the court to share as long as it starts with the letter ‘P’.
- 2. Program Plans & Upcoming Special Events:**
 - i. Halloween Party:** 10/29 @ Camp Connri
 - ii. Turkey Trot:** 11/12 @ Ashford Memorial Park
 - iii. Carol Sing:** 12/4
- 3. Fall Program Update:**
 - i. Yoga-** starts this week at 8:15 a.m.
 - ii. Swimming-** starts next week and lessons range from Parent & Tot to Level V.
 - iii. Start Smart Soccer-** starts this week and is for children ages 3-5.
 - iv. Gymnastics-** starts next week and is for students in grades K-4
 - v. English Country Dancing-** to begin in October at Senior Center with Barbara Renna organizing, Commission gave their support for this new program offering.
- 4. Bylaws & Protocol with Commissioners/ Alternates Terms-**
 - i.** The commission reviewed the bylaws and protocols for the APRC. The APRC discussed the bylaws and terms for each member. There was also a discussion regarding current members, current alternates, and new members.
 - ii.** Motion made to accept Amanda Holden as an alternate to the Ashford Parks and Recreation Commission. The motion was seconded and approved unanimously.

D. Miscellaneous Concerns-

- 1. After School Program-** An update was shared regarding the status of starting the afterschool program in Ashford.
 - i.** After consultation with the insurance company, there is no addition liability insurance needed. However, there is coverage needed for workman’s compensation, which is a flat rate of \$1,500. This was an unexpected start-up cost and may have an impact on the weekly rate.
 - ii.** In addition the Finance Department in the town is unable to take responsibility for the payroll. Therefore, the commission will need to find a third-party vendor who can manage payroll. Babcock Library currently uses a third-party payroll vendor and it may be beneficial to see which company they use.
 - iii.** The recommendation was made that the APRC have someone keep financial records of this program. This will be discussed further if needed.
 - iv.** A recommendation was given to contact the Education Department at the local colleges to see if they have students in child development programs who would be interested in gaining experience running the program.
 - v.** Next steps for this program include getting a 3rd party payroll vendor and determining their upfront costs. Then, meet to finalize the cost for families and advertise for the open positions.

- E. Adjourn:** Motion to adjourn was made and carried unanimously. Meeting ended at 9:11 p.m.