

## **Johnson Recreation Meeting Minutes**

**1/9/18**

**Present: Hillary Hoag, Agata Bal, Geraldine Carpenter, Nat Kinney, Heather Rodriguez and Kerri O'Halloran**

**Changes to Agenda-** discussed drop box and the need to have ownership transferred from former member to Johnson Recreation. Heather will take care of this as well as a password change for both the website and email.

**Introduced new potential members** - Agata Bal and Geraldine Carpenter. Suzanne Dodge has also emailed interest in joining. All will be presented to select board for appointment as official members.

**No public comments**

**Minutes approved from 12/4/17 meeting**

**Define roles and responsibilities of Officers (Chair, Vice Chair, Secretary and Treasurer**

Nat brought definitions of each to the meeting for review. All agreed the Secretary is responsible for taking notes and having them sent to Town Office within 5 days to be posted. It was proposed that this office should be responsible for making sure policies are updated to the website. Committee decided this should be a duty for the Recreation Coordinator. Reviewed responsibilities associated with each position.

**Discussion of Division of Responsibilities**

Email - Heather will create an auto response alerting people that the committee is made up of all volunteers and we will get back to them as soon as possible. Discussed having a lead person for each activity and the lead will respond to emails that pertain to their sport. Misc emails will be responded to by Kerri.

Assigned Lead people to Sports: they will be the point person and all other members/parents,community members/volunteers will assist with tasks associated with sport. Lead will assign tasks.

Basketball - Heather will finish out this season

Soccer - Kerri

Baseball - Hillary

Gymnastics - Heather

Ski/Ride - Heather to finish out this season. Agata next season

Archery - Nat

Futsal

Womens Soccer - Geraldine

Approving Purchases - reviewed procedure - treasurer and chair need to approve and then send to Rosemary at Town Clerks office

Discussed cutting checks only at meetings (i.e. referee's)

Reviewed responsibilities of Recreation Coordinator Position - Liaison between school and Committee, Web Master, sets up teams and creates rosters.

### **Election of Officers:**

Kerri O'Halloran nominated for chair - voted yes

Hillary Hoag nominated for treasurer - voted yes

Nat Kinney nominated for secretary - voted yes

Geraldine nominated for Vice Chair - voted yes (still needs to be officiated by Select Board)

### **Review of Committee Bylaws and policies**

#### **Updates on Current Programs**

Ski and Ride - Heather reported 1st lesson for ski and ride was cancelled due to weather. 1 day allowed for make up. Some families have not paid their balance. Heather will send to Brian (town administrator) to collect. Discussed possibly having the mountain deactivate evolution cards of said families if balance is not paid.

Basketball is going well. Discussed upcoming tournament. Beth Foy still the point person. She needs someone on Friday night (1/26) to collect money from 4:45 to 7:00pm. Kerri and Geraldine may be able to do this. Both will check schedules and get back to Beth. Hillary will send email out for volunteers once Heather checks in with Beth for what is needed. Discussed the need for a new score board controller. Current one has been patch together one too many times and is on its last leg. Committee would like JES to pay for controller. Kerri to approach David Manning. Quotes has been obtained.

Futsal - Currently being offered on Saturdays for boys at 1:30pm at JES. The format is drop in and there is no charge. Must register on website to have waiver of liability on file.

Side Note: Discussed outstanding key issue with JES. Heather will have Brian Story follow up with JES on refund for key cards.

#### **Planning for Upcoming Programs**

**Gymnastics** set to start after February break. Saturday class will run for 6 weeks. Evening class for intermediate and advanced groups will run for 8 weeks. JES gym has been reserved.

**Baseball** - the upper field needs to be redone and the bottom field finished. All agreed we should hire out for this. Hillary will get quotes. Reviewed money in budget for this. Discussed possibly offering soft ball. Committee will check with community to see if there is enough interest. Hillary to post on FPF and Kerri on Facebook. Reviewed

equipment that is needed.

**Womens Soccer** Geraldine reported on JSC gym rental cost and contract. She will get contract to Brian to have signed. Set to start 1/27/18. It will run for 10 sessions on Saturday at 6:00pm. No charge.

Next Meeting scheduled for Wednesday 2/7/18 at 6:00pm at the Town Offices. Planning to have a training session on the website, drop box and Johnson Recreation email.