

Minutes Recreation Commission Meeting
November 20, 2019 @ the Wilmington Town Office
Meeting start: 4:30pm

Attendees: Karen Molina, Randy Knaggs, Cindy Hayford, Christine Richter (part of the meeting)

I. Adult Programs:

- No Indoor Soccer this year since Jesse moved away.
- Adult Basketball has resumed on Wednesday nights.
- Advanced Volleyball has resumed on Tuesday nights.

II. Middle School Summer Recreation Program:

- Program went very well with new & creative activities and great attendance. The average daily attendance was 12.5 with the highest daily attendance at 23 and the lowest at 10 (first day). 6 days had daily attendance over 20.
- Three extended days took place: bowling/mini-golf, Mount Snow, and a Lake Day.
- We need to debrief with Wings on our collaboration of their program extending the day.
- Karen and Cindy debriefed the program with the Director (Morgan Young). Ideas from Morgan & board response during this meeting included:
 - Increase in supply budget to allow for more Challenge activities. (the board voted to increase FY21 supplies from \$500 to \$600. Motion Randy, Second Karen. Unanimous).
 - Parents were dropping off students at 7:45am- due to work schedules. Recommendation to have one counselor on staff at 7:45am to accommodate. Board voted to allow for one counselor @ 10 hours to cover this. \$110 approved to include in the counselor budget line. (Cindy Motion, Randy Second. Unanimous)
 - Morgan recommended including Six Flags back into the extended day program. Not sure we want to approve this. Board has a concern about parent drivers. Will discuss further.
 - Lifeguard was hired for the Lake Day. Morgan suggested the need for a second lifeguard if the attendance is over 20. Randy recommended having shifts of students in the water.
 - Recommend having an OSEC board member present information the campers about the building.
 - Need to set clear counselor expectations with a contract. (Randy will email a copy of the expectations that he has used in other programs for us to review). Next year, Morgan should cover this with the counselors. During a training. Karen will ask Morgan to do counselor evaluations for this year's counselors to have on record. Board will recommend a weekly staff meeting for check-in on expectations.

- Note that Diabetic monitoring for the student was not provided to Morgan and the parent had agreed to.

II. FY 20 Budget Expenditures Review:

- Christine Richter checked in for any questions.
- Counselor line was over due to \$121 for the lifeguard and \$698 for the nurse to accommodate diabetic student attendee.

III. Recreation Members:

- Fred Salway has moved his residency, so will be resigning from the board. We have one vacancy as well.
- Karen will check with Scott Tucker to find out how many members are allowed and what is an alternative (that exists on other town boards).
- Cindy will check in with Siglinda Joyce, Danielle Magnant and Phil Taylor to see if they might be interested. Their children attended the Summer Program consistently.

IV. Karen will write the report for the Town Report.

Meeting adjourned at 5:15pm.

Respectfully submitted,
Cindy Hayford-Secretary