

## **Community Services Advisory Commission Minutes of Meeting – 6 October 2010**

### **In attendance:**

**Janet Hoskin, Michael O'Connor, Courtney Thoreck, Stephanie Carver, Nikki Dresser**

### **Absent:**

**Fred Sturtevant, Carolyn Flaherty, Susan Haversat**

**The minutes from the September 13, 2010 meeting were accepted with the correction that Mike O'Connor and Nikki Dresser were in fact present for the meeting.**

### **Pool & Fitness Center:**

Comments made by all on new, fall advertising campaign for the Fitness Center. Janet announced that with funding approval from Mike McGovern, the Pool & Fitness Center membership will be automated with cards for scanning as opposed to the current cash box/ sign-in process. Still to be determined are logistics for a combined sign-in desk for both Pool and Fitness Rooms. Community Services Staff are currently training for the new card scanning program. It is a 16 hour program run by active.net.

Feedback on pool changes with new Director. Nikki noted that the feedback has been very positive. The facility is open on time and ready for swimming. Lost and found is more organized and effective. Facilities are clean.

### **Fall Youth Basketball:**

Janet noted that the flyers for the travel program are going out later this week (first week of October) with on-line sign-ups available. The Saturday Morning program flyers will be distributed later in November. Community Services staff is currently negotiating with the Varsity Coaches, the program structure and timelines. Up for proposal is the Girls' program being entirely at the Middle School Gym due to the program numbers. It has been hard to split the girls program in to two different facilities. Boys' program will be at the HS Gym. That gym is only available until 1:30pm on Saturdays due to setup for school contests and Travel leagues. First skills practice on Saturday mornings will be 5<sup>th</sup> and 6<sup>th</sup> graders so that they can go to travel afterwards, followed by 3<sup>rd</sup> and 4<sup>th</sup> graders, last of the morning will be 1<sup>st</sup> and 2<sup>nd</sup> graders. The Grade 1&2 program is looking to extend the entire program to 8 weeks instead of the previous 6 weeks. This is still TBD. Mike O'Connor inquired about a 7<sup>th</sup>/8<sup>th</sup> grade skills program organized by Community Services. Janet said that this program is currently overseen by the Basketball Boosters. Janet commented that since they are trying to consider aspects for all programs, decisions being made are made to promote them individually as well as collectively. If registration numbers create problems with space in the gyms, the program locations will be revisited. She noted that last year's 3<sup>rd</sup> and 4<sup>th</sup> grade girls had lower numbers, while the 6<sup>th</sup> grade has a lot of girls.

### **Summer Program Review:**

Not completed.

TWO Active.net checks came in totaling approximately \$60,000.

Revenue numbers:

Adult programs UP \$4000.

Summer programs UP \$25,000. (no active.net for summer programs.)

After-school programs / Extended DOWN \$10,000 ~ wondered if this was due to good Fall weather and to the removal of the 'registration night'.

More on-line sign-ups are happening at the last minute. Courtney noted that she still hears the 'fee gripe' on occasion, but people are getting used to it. Janet noted that even if patrons do not use the convenience from home, the sign-up process for people who come in-person is now faster. For a point of comparison, Mike O'Connor noted that in Little League's first year of on-line registration it was used heavily. In the second year, only 10 out of more than 400 sign-ups were not on-line and that in the 3<sup>rd</sup> year only on-line registration was offered.

### **Bus Routes:**

Janet noted that after several meetings of the Transportation Appeals Committee, some stops were put back in to the

route largely for safety reasons while others were kept as is.

National Walk to School Day town participation was canceled due to lack of volunteers ~ not weather conditions as was thought by some. The need for Volunteers was not very clear or obvious. Changes will be made for next year. May try again later this fall. Courtney noted that if a person was put in charge of volunteers it may be easier.

**Coaches' Evaluations:**

Draft Evaluation was done by Carolyn Flaherty (not in attendance) and presented by Janet. On review, a space for the Coaches name was added and the grading scale was reduced to 1 to 4 from 1 to 5 to minimize the '3' as the middle choice. Draft is clear, simple, and concise. Discussion occurred as to whether it should be on-line, in paper format or both. Concern was voiced by many in attendance that it needs to be made clear that the 'data' compiled in the surveys is all that will be shared by Janet Hoskin with the coach, not all of the personal and situational information on the forms. Suggested to inform the person completing the survey at the top and the bottom of the document that the Community Services Director (Janet) is the only one who will see the entire survey and that the 'data' is all that will be communicated to the Coach. Undecided if the on-line version will be done in Google Docs or Survey Monkey. Either way, there needs to be an option for manually entering paper forms. Noted that on-line versions allow for more anonymity rather than having to give the survey back to the Coach.

**Escapade Sale:**

\$952 paid out, net \$755. Worked well this fall – considering a Spring Sale as well. Keep higher end items stored for future sales. Some skis sold. Generally, skis are sold during the annual Cape Nordic Ski Sale.

Adjourn until 3 November 2010.