

Community Services Advisory Commission
Minutes of Meeting – 6 October 2011

Meeting Called to Order: 7:15 PM

Members in attendance: Carolyn Flaherty, Janet Hoskin, Fred Sturtevant, Mike O'Connor, Nikki Dresser

Members Absent: Stephanie Carver, Susan Haversat, Courtney Thoreck

Accepted Minutes of Meeting from 21 June 2011.

Budget:

Proceeds up by approximately \$5000.00, but expenses are up, too. Holding steady.

Pool and Fitness Center:

Revenues and Expenditures for both facilities are very close to where they are expected to be at this time.

Working on a new payment system for the Pool. Pay fee at the Fitness Center Window, get a card, hang the card in the pool area.

New promotion at the Fitness Center geared at High School students not doing a sport and teachers and staff. 6 month membership for \$120. Hours available – 2pm – 5pm. Offer good through December 15th. CECS will put an announcement in the HSPA newsletter to advertise. This time of day is quiet at the Fitness Center as teams are using the locker room/ gym equipment, not the Center's equipment.

Summer Camp:

Janet presented the Board with an extensive and thorough 4 year history of the Summer Camp budget. Seeing year over year numbers was very helpful to the Board.

Kiddie Camp maxed numbers this summer.

MS Camp caught on after a slow first week. It worked well to have the MS camp in the same venue as the other summer camps. There were some changes in numbers because this year's summer camp was 1st - 5th grade, while last year's was 1st to 6th grade. The restructuring of grades works better for the functioning of the camp, however.

The timing of the 4th of July effects enrollment numbers as it is a popular family vacation week. Whatever week it fall is usually a light enrollment week.

Overall numbers and revenue are down for the entire Summer Camp Program. Some of that can be explained by the complete loss of the CapeAbility Camp revenues. Some of the loss can be explained by the economy, though it seems to be effecting enrollment less and less. The feedback was extremely positive for all Camps. More often than not, families added weeks as the summer progressed. Janet shared a great email from a family that was pleased with the Summer Camp.

CECS sent out evaluations to the families and the compiled comments will be shared at a future meeting.

General Discussion of Offerings:

Mike O'Connor asked whether or not a detailed expense review of individual programs overall was ever done.

Janet said yes and commented that expenditures have been lower than revenues each year.

Also mentioned was that the general rule is that a program does not run if the revenues don't

meet or exceed the expenditures.

Agreed by all present that people who use the CECS offerings like predictability in programs and offerings.

ActiveNet:

This on-line system continues to present issues. Recently, there were sign-up issues for summer camp, enrollment quirks and waitlist quirks. ActiveNet will be meeting with users from different towns in the area to discuss improvements and changes. Janet and another member of the CECS staff will actively participate in that meeting.

CSAB 2011 Work Plan Evaluation:

CECS is finding a slight resurgence of cooking classes and computer classes. Fitness classes have been providing most of our adult registrations during the down economic times.

Nature Walk enrollment numbers are much lower this year.

There will be expanded Family Open Gym hours this winter per Mike O'Connor's suggestion last Spring.

Miscellaneous:

Three Mosquito Magnets were purchased – one by the HS boosters, one by Public Works, and one by the School Department – and placed on the downhill side of the Turf. If they work as intended, the Fields Committee will evaluate whether more should be purchased for other field areas.

2011/2012 Meeting Schedule:

First Thursday of every month at 7pm.

11/3/11

12/1/11

1/5/12

2/2/12

3/1/12

4/5/12

5/3/12

6/7/12

Board Member Terms:

This will be Stephanie's last term. Fred and Nikki are seeking another term.

Stephanie Carver (School)	40 Stonybrook Road	12/31/2011
Nikki Dresser (Town)	921 Shore Road	12/31/2011
Fred Sturtevant (School)	9 Pond View Road	12/31/2011
Carolyn Flaherty (School)	31 Cross Hill Road	12/31/2012
Courtney Thoreck (School)	44 Murray Drive	12/31/2012
Susan Haversat (Town)	12 McAuley Road	12/31/2013
Michael J. O'Connor (Town)	4 Hemlock Hill Road	12/31/2013

Minutes submitted by Nikki Dresser