

**DRAFT Cape Elizabeth Community Services Advisory Commission  
Meeting Minutes  
February 8, 2012**

**Meeting called to order 7:40 pm**

**Members Present:** Janet Hoskin, Director, Mike O'Connor, Carolyn Flaherty, Courtney Thoreck, and Beth Mylroie.

**Absent:** Fred Sturtevant, Susan Haversat, Nikki Dresser

**Minutes from January 17, 2012 meeting were accepted**

**Budget Update**

- \*Proposed budget will go to the school board by Friday of vacation week.
- \*The proposed budget will include changes for the coming year. The pool will go to the school since it will be included in the Community Services budget; transportation to the Facilities Department; use of facilities and reservations of fields to the Facilities Department. Also proposed, the administration of Middle School Athletics will go back to the Middle School. Proposal of Middle School sports for the next year will be a one- time fee of \$70 per student per year to participate in Middle School sports.
- \* CESC will return to its original mission of youth recreation, day care and adult education. Janet mentions that if these changes take place there will not be an impact on the CECS staff as far as downsizing.

**Fitness Center**

- \*Since 12/1/11 there has been a slight increase in revenue.
- \*Following discussion at the January meeting Janet is considering the option of running the fitness center half time without a staff member on site. Proposed would be for members to have key-card access to the fitness center. A card swipe system would be installed and two video cameras would be installed.
- \*All members would be required to go through a safety training of the center before membership would be issued.
- \*A fitness trainer would remain on staff, but a staff member would no longer be required to have a desk position of swiping cards.
- \*Without full time staff, Janet mentions that approximately \$16,000 would be saved in the budget.
- \* Janet also hopes with this proposal to resume the cycle of updating equipment and have a goal of replacing 1 to 2 pieces of equipment each year.
- \*This proposal will not have an impact on insurance policies for the fitness center
- \*Other suggestions: the fitness center will not be accessible if the pool is not open, therefore there would be a lifeguard on duty if needed to respond to an emergency. This actually allows for the fitness center to be open longer by maintaining the same hours as the pool.
- \*Membership accesses will remain at age 14.
- \*Janet is hoping for a mid-spring changeover after the card-key system is installed and video cameras added.

### **Summer Program 2012**

- \*As of now, the staff has not put all of the details in place. Janet says that day camp for 2012 will look almost exactly as it did last year.
- \*The Middle School camp is being proposed to have the same hours as the Day Camp. Three busses would run both am and pm to have the two camps run the same hours.
- \*Janet asked for the help of advisory members in the Job Fair portion of the hiring process for summer camp student counselors.
- \*The summer brochure will go to print in early March.

### **Youth Programs**

- \*Ski season at Shawnee Peak has gone very well. Aside from missing the first week due to weather, the feedback has been great.
- \*Due to the lack of snow this winter the Nordic ski season has been quite challenged.

### **Committee Updates**

- \**Youth Basketball*: A meeting is planned for 2/9 to listen to some proposed ideas from Travis Nadeau regarding the youth basketball program.
- \**Use of Facilities*: A meeting is planned for 3/1 at 8:30am to meet with school, facility and Community Services members. Janet will identify everything that needs to be discussed and confirm via email.
- \**Marketing*: Nothing at this time.

2012 Meeting Schedule change:  
June meeting will be on June 5, 2012 at 7:30 pm

Meeting Adjourned at 8:41 pm

### **Reminder of Upcoming 2012 Meetings:**

March 14<sup>th</sup> (Wednesday) at 7:30 pm at Community Center  
April 11<sup>th</sup> (Wednesday) at 7:30 pm at Community Center  
May 9<sup>th</sup> (Wednesday) at 7:30 pm at Community Center  
June 5<sup>th</sup> (TUESDAY) at 7:30 pm at Community Center

Minutes submitted by: Courtney Thoreck

