

Meeting called to order 6:30 pm.

Present: Sarah MacColl, Debbie Butterworth, Amy Lombard, Terri Patterson, Trish Brigham, Tara Simopoulos, Staff Liaison Russell Packett.

1. **Public Comment** – no public comment
2. **Approval of Minutes from Previous Meeting** – October 19, 2016 Minutes accepted
3. **Correspondence** – Amy shared that she had heard some frustration from various basketball coaches about a lack of communication and coordination with CS in regards to rosters, practice times, uniforms etc. Some of these issues have been going on for more than one year. In addition, she shared that there are also concerns amongst coaches that there might be a rift growing between CS and the Varsity Coaches which the youth coaches see as unfortunate. Russell shared that some of the frustration between CS and the Varsity coaches is a result of a communication breakdown between the two and that he believes that if everyone is on the same page prior to the process starting then there is a greater chance for success with the entire process. Terri shared that prior to joining the Community Services Committee she had never been in the pool but she wanted everyone to know that she has been involved with the inner-tube polo program that meets on Wednesday nights and that both the program and the facility has been awesome. Also huge thumbs up from someone who has attended a pool party recently with the new inflatable.

4. **Agenda Items** -

Office Update -

Brochure – Winter brochure went to the printer today. It should be online by the end of next week and in the mail by early the following week.

Senior Fair - Russell shared that since the group met last CS had held its 2nd Senior Fair. Kathy Raftice coordinated the event and did a great job. All vendor space had been sold out and we had 50+ seniors travel through the HS Café (despite the lousy weather) during the fair. A question was asked about what types of vendors participated. Russell shared that there were a variety of vendors who provided senior services, everything from senior law, financial investment, home health, senior transportation & dentistry specializing in seniors.

Cape Care – Russell shared that this past Saturday Cape Care ran their Annual Gingerbread House Making Event. This was the 3rd year they have run the event. The first 2 years had been held here at the CC. However, this year they teamed up with events at the Fire Station and held the event there. This year's event was a huge success as all of the house-making kits were sold out. The group agrees that they should continue this relationship with the Fire Department in the future. IN

addition, Russell noted that the preschool program is about 75% full and that the after-care program is maxed out with a waiting list.

Overall Programming - Russell shared that CS is wrapping up its fall programming and starting to plan for the winter. There was discussion about the CS Cross Country Ski Rental program. Russell shared that there were a number of Adult/Senior programs offered this fall that had run successfully. In addition, the Annual Senior Holiday Luncheon at Purpooduck is next Wednesday. Sarah added that in a discussion with Kathy she asked what Kathy was hoping for in the future and Kathy's response was trying to get the "young" seniors (60-70) more involved.

Some additional discussion took place around the pool and how things were going following the August Forum. Russell shared that the biggest challenge that staff faces is providing a harmonious environment in a very limited resource. Just when we think things have settled down someone/something re-opens the wound. Andrew and his staff are doing a great job working through these issues.

HS Gym Impact - Russell stated that as all of you are probably aware the HS Gym suffered a flood due to a broken sprinkler head last month. This has created a huge issue for HS teams and obviously a trickle-down effect on CS programming. Originally, the hope was that the project would be done by this past Monday the 5th. However, that had previously been moved back to next Monday the 12th. Terri shared that at the basketball Boosters meeting last night they heard that the floor wouldn't be ready until after the New Year. Russell added that he is pretty sure that won't be the case, but has already heard rumblings that the 12th deadline won't be met either. This has created a lot of shuffling amongst CS program, but there is little we can do about it. On a positive note, because of the need to replace the gym floor a ventilation project on the roof of the gym was moved from next June to now. This means less of a potential impact on summer programming for CS.

Playground Update - Bid proposal application is out. There is a pre-bid meeting scheduled for 12/19. At this time any potential bidders can ask questions or see the site in order to help them with their bid proposal. Following that, official bids are due on 1/6/2017, with an opening at 10 am on the 6th. As a follow-up to last month's discussion on fundraising to close the gap between what we have for money and what we are projecting a final construction cost is, Russell shared that Mike McGovern is going to ask the Town Council next week for an additional \$25K to cover completion of the playground project. More information on the playground will be available at the January Meeting. Sarah asked if there was any roll for the Committee to reach out to parents to encourage them to reach out to the TC? Russell suggested that that probably isn't necessary. However, maybe once the entire project is done some sort of thank you recognition might be in order.

Mini Bus Update - Russell shared that there were 2 bids for the Mini Bus, Cressy from Kennebunk & O'Conner from Augusta. The low bid was awarded to O'Conner. Their bid was 57K which was 8K under the amount allocated by the TC for the bus purchase. The purchase order has been signed and has been sent to O'Conner. In addition, they have sent the paperwork on to the manufacturer. Once all of the paperwork is finalized we will have a better idea on delivery date. At this point we are hoping for May 1st. Russell has suggested to Kathy that she should be

planning activities utilizing the new bus late spring. Russell ended with a note that the spring could turn out to be a great time for CS between the bus and the playground.

Online Registrations - Last month a question was asked about what percentage of our registration takes place online as opposed to over the counter. Russell shared that in FY 16 33% of all transactions, and 31% of all revenue was captured online. Further discussion followed about why more don't use the online options. Russell offered that most likely it was the amount of fees charged online that currently CS is not charging over the counter. At the moment he is working with ActiveNet (and he has for several months) to come up with a way to capture some of those fees over the counter also. This has been a slow process working with ActiveNet and at the moment there doesn't appear to be a resolution any time in the near future.

In-Season vs Non-Season Prioritization - Russell shared with the group a recent discussion he had with a passionate instructor who utilizes one of the gyms for their program. The topic revolved around the need for CS to be utilizing all of the gyms during basketball season, which potentially could relocate non-basketball related programs either to alternative space or different time of the year. Russell's position was that during basketball season those teams/activities should be given priority in the gym over all other activities. The instructor's position was that a gym is nothing more than a multi-use space and any non-traditional sport/activity should be given just as much priority as basketball during the basketball season. After a lengthy back and forth discussion with the instructor they suggested maybe the CSC might have a different opinion as they believe my opinion is in the minority. Russell said he was bringing it to them to get the Committee's opinion. There was much discussion on the topic amongst the committee. In the end they were unanimous in their thoughts that it would not be appropriate to limit access to a gym during the "in-season" of a sport in order to provide space for a non "in-season" activity.

Other - Russell asked if the Committee would like to find an opportunity to meet with the senior population, similar to the Pool forum? The suggestion was made that maybe there is an event/program that Kathy is holding during the spring session where a couple of the committee members could have some time and just ask for feedback from the group. Russell will follow up on the concept for the spring.

Next Meeting- The next meeting is scheduled for Wednesday the 18th of January at 6:30 pm in the CC Conf Room

Meeting adjourned 7:35 pm