

Montpelier Recreation Department
Advisory Board Meeting Minutes
May 11, 2015

Attendees: Aubrey Boyles, Karlynn Koenemann, James Surwilo

Absent Board Members: Sue Aldrich, Tom Goloka (City Council), Andrea Talentino

Attending Recreational Department Staff: Jennifer Bartlett, Arne McMullen, Kaitlin Nelson

Call to order 5:33 p.m.

Plan to place an advertisement for a new board member.

- I. **Approval of April 2015 Minutes**
 - a. Motioned by Karlynn
 - b. Seconded by Aubrey
 - c. Unanimous approval
- II. **Financial Statements**
 - a. Note: June 30th is the end of the fiscal year.
 - b. Financial reports reviewed and approved.
- III. **Old Business**
 - a. Grant Update
 - i. The grant forms are now online and can be submitted online.
 - ii. Ultimately the application was submitted by phone.
 - iii. The general feeling about this application is very positive.
 - iv. Results should be available around August 07, 2015.
 - v. The application outlines a plan of action, with the understanding that all the funds mentioned are pending. (Note: there is a need to come up with funding)
 - b. Garbage and Recycling
 - i. Free recycling bins (about 26-30) have been donated to cover all recreation areas.
 - ii. Free trash coverage for the Mountaineers has been offered.
 1. This appears to be in the form of two additional bins with no additional charge.
 - c. Fundraising and Donation Discussion
 - i. Assistant City Manager Meeting with Arne
 - ii. There are currently no guidelines about fundraising per say
 - iii. CNA completed, hoping that there will be results in June
 - iv. There is a need for a more solid number for projection on future capital improvements.
 - v. Requesting that board members begin collecting names (especially of people they know in local corporations/businesses) so that fundraising and donation requests can start going out when we get to that point.
 - d. Capital Needs Assessment—Update
 - i. Arne met with Karl last Tuesday and toured the Rec. Building and Outdoor facilities.
 - ii. Include ADA improvements in the assessment.
 - iii. Currently trying to find out whether it will be more cost efficient to add to and update current facilities or get new facilities.

1. Updating current facilities leads to the concern of possible problems with the historical aspect of the building
 - a. Can begin research about this with the development department or the design and review committee
- iv. Working on comprising a 20 year plan with the CNA
 1. This will help answer budget questions

IV. **New Business**

- a. Open House
 - i. Will be held May 13, 2015
 - ii. Pool passes will be sold at a discounted price from 8:00 a.m. – 6:00 p.m.
 - iii. There will be ice cream served from 4:00 p.m. – 6:00 p.m.
- b. Outdoor Facility Improvements
 - i. New wood chips will be put in at the playground across the street
 1. Can longer use the free woodchips from Stump Dump; now need to buy the “engineered” woodchips.
 2. Suggest that during mud season kids take it easy on the playground to preserve existing woodchips. Perhaps by sectioning off areas that are particularly bad.
 - ii. Additional suggestions to consider
 1. Create an additional parking area on the other side near the walking bridge to help alleviate parking hazards when the Mountaineers are playing.
 - a. Also putting up “additional parking” direction signs for ball games would help.
 2. A dog park
 - a. Hubbard Park
- c. Path to Pavilion
 - i. Proposal to be put together.
 - ii. Will be done in the new budget year. Dates are pending.

V. **Director’s Report**

- a. Ongoing pool work
 - i. The pool has been drained.
 - ii. We are trying to get all the ladders put up (one is not mounting correctly, so we need to work with the company to get it corrected).
 - iii. Concern: the bubblers may leak, there was cement shift do to frost heaves. Worst case scenario is that they will need to be replaced.

VI. **Program Coordinator/Pool Director’s Report**

- a. The pool has been fully staffed for this year.
 - i. There is a new pool director—Brandon Diaz
 - ii. Upper staff is completed—18 lifeguards
 - iii. 8 clerks and 2 returning
- b. Day Camp Staff hiring is all done as well.
- c. Spring Slam will consist of 5 adult teams, 2 high school teams, and 2 middle school teams
 - i. This may be the last year that we host spring slam
- d. Tennis has started slow but will pick up.
- e. Touch a Truck
 - i. Will be held June 13, 2015 from 11:00 -2:30

- ii. Might not be able to do the smoke house this year due to lack of staffing to run it.
- iii. At 5:00 a.m. the morning of cones to block off parking will go out.

f. Mountaineers

- i. Trying to get budget/financial information from them.
 - 1. Need to be able to include their financial information in the Recreation Department's budget information so that we can prove those answers to the city when they ask.
 - 2. Board members want to be presented with this information so they can better understand the expenses of the Mountaineers.

VII. **City**

- a. Meeting will be conducted May 27th
 - i. Recreation Department may be going under the city council

VIII. **7:00 p.m. Motion to Adjourn—Buz**

- a. Seconded—Aubrey
- b. Unanimous Approval