

# Enosburgh Community Recreation Committee



**Date:** November 14, 2018

**Attendees:** Shawna Lovelette, Felisha Leffler, & Jenn Burns

**Guests:** Amy Brewer, Stacy Carpenter, Ivonne Kio, Polly Rico

Topic	Discussion	Action
<p><b>Welcome Ivonne/Public Comment</b></p>		
<p><b>Minute Approval</b></p>	<p>Amy will send September and August to board.            Follow ups: Ivonne reached out to potential new member, but she declined. But was interested in the work on the community center.  <b>Shawna moves to approve with 1 edit (“September” minutes were postponed, not “October”), Felisha seconds. All in favor.</b></p>	<p><b>Amy</b> will send August and September’s minutes</p>
<p><b>Financial Report</b></p>	<p>None available to report</p>	
<p><b>Bylaws/Member Positions</b></p>	<p>Ivonne asked Heather Moore if she was interested, and she said yes. Ivonne asked her to submit a letter of interest.</p> <p>Updating Bylaws to reflect need to change how board members are included. Change from board appointed positions to a straight 5-member volunteer board with 1 Selectboard Liaison who is not required to attend meetings.            Amy will edit section 2 to reflect a 5-member voting board and 1 liaison from Selectboard not required to attend meeting.</p>	<p><b>Amy</b> to draft edits to Bylaws for review/adoption in December.</p>
<p><b>2018 Activity Plans &amp; Schedule</b></p>	<ul style="list-style-type: none"> <li>• Invitation to Ivonne’s house for lunch on a Saturday for a Columbian meal December 8<sup>th</sup> of 15<sup>th</sup>.</li> <li>• Should we schedule a specific budget meeting for December? Agreed that we need dedicated time to discuss 2019 budgeting.</li> <li>• Do we have rules for sharing our equipment with other groups? Not as such. If we don’t have a specific process place, should the board help make those individual decisions? Such as a non- profit or charity or free event in the community – use them without</li> </ul>	<p><b>Everyone</b> – please let Ivonne know which date works best for lunch.</p> <p><b>Everyone - Special budget meeting December 12 5-6pm budget, regular meeting 6-7</b></p> <p><b>Amy</b> - draft an equipment borrowing</p>

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	<p>stipulations? What if for for-profit requests, they pay in kind with volunteerism? Is there a challenge to just letting others use it if we aren't? Amy will draft a policy for review/edit in December.</p>	<p>policy and add to agenda in December. <b>Everyone</b> - Email website ideas to Amy or Ivonne. Remember not to "reply all" when emailing.</p>
<p><b>Safe Routes to School/Bodies in Motion</b></p>	<p>Bodies in Motion challenge Update – Stacy, Ivonne and ACTIONS presented prizes to the 8 kids and 1 teacher that participated during an assembly. There wasn't a lot of awareness of it during the challenge, but thanks to the Assembly, kids are now aware of it. Will try it in February as planned - we might be able to promote it better and more creatively this time around.</p> <p>The walk to school days were all successful. We'll keep doing the once a month walks on the 1<sup>st</sup> Wednesday of each month.</p>	
<p><b>Enosburg Initiative/Better Connections</b></p>	<p>Did not discuss</p>	
<p><b>Community Rec Space</b></p>	<ul style="list-style-type: none"> <li>• Originally looking at the old pharmacy space, but there were complications. Approached the School about using the school-owned, but vacant Monteith house, adjacent to Cold Hollow Career Center.</li> <li>• Monteith house is not a wide open space allowing for exercise, but has a lot of smaller rooms, which has opportunity.</li> <li>• There is a sink, but no kitchen. Bathroom is large. There is a ramp into the building. Habitat for humanity might have materials for space. There had been a preschool there, so it's up to code. Believe it is permitted for this type of use and not just family (water allocation).</li> <li>• Others included in this opportunity are LEAPS, Franklin County Caring Communities, Healthy Roots (gleaning), NOTCH it up. Afterschool programming, Teen Center hours, Senior Center opportunity...</li> <li>• ECRC went to the School Board (11/13/18) yesterday. They are open to us using the space rent-free, with only paying utilities. This would be for a trial period of January – June.</li> <li>• Certificate of insurance – school would require a certificate of insurance from town showing liability insurance listing the school as an additional insured and we would in turn require that of others using the space.</li> </ul>	<p><b>Ivonne</b> to work on drafting a budget and draft contract with partners.</p>

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	<ul style="list-style-type: none"> <li>• Trying to figure out terms for a contract. Decisions needed: <ul style="list-style-type: none"> <li>○ Whose insurance will cover it?</li> <li>○ Would Rec oversee it?</li> <li>○ What are the expectations? Would it need to be staffed by ECRC board members? Could groups reserve time and be responsible for it while they're there? Create a form similar to the rec field and have the authority to approve/deny requests? Does someone have to be in the building overseeing activities? Or could the person reserving the space be in charge?</li> <li>○ Contract proposal should include timeline, paying utilities (heat electric water sewer), aesthetic upgrades, snow removal (school currently does), garbage removal, cleaning, insurance proof expectations, and more</li> </ul> </li> <li>• Building upkeep – needs paint, cleaning, and clearing out. Enosburg Initiative volunteers to help?</li> <li>• Can RiseVT mini-grant cover community center needs? \$5000</li> <li>• Would we need cameras for entrance/exits for safety?</li> <li>• How many hours of programming are we planning on? Need to plan with partners to get a sense. Might make sense to limit it in the beginning until systems are in place.</li> <li>• Who's the supervisor/scheduler? The point of contact? Could even be a volunteer. Volunteers similar to NMC volunteer greeters. Might take a while to get to that level of volunteerism. We should plan on something different to begin with. What about a stipend position?</li> <li>• There are different models, Swanton, Fairfield, etc. We could investigate those.</li> <li>• Access to a key might be a challenge from Town offices...library might have more access.</li> <li>• Important to plan for raising awareness of who's coming in and out and keeping it safe. Teegan Deuso is willing to train folks on youth-related issues.</li> <li>• Town Selectboard meeting is first Monday of December 12/3. Email drafted terms to Polly and Polly will bring it to Selectboard.</li> <li>• A financial projection is needed for budgeting.</li> <li>• Next school board meeting is 2<sup>nd</sup> Tuesday of month.</li> <li>•</li> </ul>	

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Other	<ul style="list-style-type: none"> <li>• Stacy - Regional recreation group – going to apply for the VOREC funding for the regional “calendar” through St. Albans City. Chip Sawyer is writing. Hoping to get as many letters of support as possible.</li> <li>• Stacy- VT Business Magazine features the Regional Rec Collaborative.</li> <li>• Felisha - Send a summary of our meetings to County Courier and they may print it.</li> <li>• Shawna - Christmas in Enosburg has a Santa Run at 9am on the 1<sup>st</sup> If we fill out RiseVT’s recreation activity form, RiseVT can help promote this on our calendar. Stacy will follow up with race organizers.</li> <li>• Felisha - Can we have a calendar for this group? Will help organize activities, meetings, subcommittees, etc.</li> <li>•</li> </ul>	<p><b>Shawna</b> will order the \$200 OGX gift card online. <b>Amy</b> sent the link.</p> <p><b>Amy</b> – send a meeting summary to courier</p> <p><b>Stacy</b> – connect Santa Run organizers with recreation event form. <b>Shawna</b> will let the organizers know to contact Stacy</p> <p><b>Amy</b> will email VBM article.</p> <p><b>Amy</b> and <b>Ivonne</b> can tackle the calendar request in the new year</p>
Next Steps	<p style="text-align: center;"><b>Our next meeting is</b>  <b>2nd Wednesday of December 12th at 5:00pm-6pm is budget meeting, 6-7pm is regular meeting,</b>  <b>Enosburgh Emergency Services Building</b></p>	Meeting adjourned at 6:35