

RECREATION & COMMUNITY ACTIVITIES COMMISSION
Regular Meeting
July 25, 2013 7:30 PM
COMMUNITY CENTER
Minutes

CALL TO ORDER at 7:45pm /ROLL CALL- present: Ed Burchfield, Eleni Yanouzas, Mark Davis, Lois Kelley, and Angelica & Gordon Hansen. Absent: Troy Lake, Juan Arriola, Brandy Crawford, and John Quarticelli. Mark and Ed agreed to act as Chair and Secretary pro tem respectfully for this meeting only.

SEATING OF ALTERNATES- N/A

AUDIENCE FOR CITIZENS- None.

APPROVAL OF MINUTES- Ed moved Mark seconded to approve the minutes of June 20th, 2013 with corrected typos and adding clarity (not to pursue a workshop for management of the town calendar) to the new business item concerning a possible workshop about the town calendar. Passed unanimously.

TREASURER'S REPORT- Mark will forward copies of the now completed Annual Financial Report to the members and to the Town. Fund balance is \$7060.88.

COMMUNICATIONS - None

ADDITIONS TO AGENDA-Old Business report on "Hampton Happenings".

OLD BUSINESS:

1. Review Flock Theater's Production of "As You like It". Went well; thanks to all for their help.
2. Report on advertising costs for Emerging Artists Series. John will report further on this next at the meeting including the status of the Benefit Violinists event.
3. Report on possible grants source for events [NEFA-NEST]. Grant submitted/ awaiting response.
4. Update member list to support e-mailing minutes and agendas before meetings. Mark will send out the latest list he has for updating.
5. Status of letter of thanks to Gay Wagner. Mark has the lead on it, in process.
6. Status of hiring a new yoga instructor. By unanimous general consent Lois was authorized to pursue contractual agreement/s for Yoga and Zumba programs.
7. Gordon reported that Hampton Happenings is now a town endeavor vice the commissions and the commission has its own email account. We may have a future need for a Public Affairs, or Public Information official/committee.

NEW BUSINESS:

1. Resolve Officer vacancies (Chair, Secretary, Treasurer). Mark moved and Gordon seconded to send all commission members a copy of the elected officers job descriptions for review and comment passed, all in favor. (Mark & Ed will initiate the process).
2. Review of programs/events for the summer and fall of 2013. . Mark moved and Angelica seconded to approve \$200.00 for the Juniper Hills Jumpers Labor Day performance on Monday Sept. 2nd 2013 from 11:30 -3:00pm; approved unanimously. Lois spoke of the “Boston Shopping Trip” scheduled for 28 Sept. 2013. Mark spoke of the 8 Nov. 2013 “Happy Valley Guitar Orchestra” event and the 7 Dec 2013 Annual Holiday concert.
3. Make a list of outstanding issues (Keys for building & commission assets, Short and Long Range Planning Documents and associated files, Commission Public Email List/s and PAO/PIO for updating the public, Lists of donors and specific program donations, Ordinance update, Bylaws, Appeals Director, etc...) It was requested that Ed send out a copy of our current Ordinance to members. To be revisited at a future meeting.
4. Agenda items for next meeting (next scheduled regular mtg is 26 Sept.) Do we need one before that? Budget review for programming. Getting to know the Town initiative. Mark moved and Angelica seconded to set a Special meeting for Sept 5th 2013at 7:30. Passed, all in favor. All commission members are encouraged to review/finalize plans for upcoming events in preparation for this meeting including website posting/advertising and give particular thought to resolving the issue of election of Officers and financial signatory duties.
Ed will get the meeting posted on the Town website/calendar.

AUDIENCE FOR CITIZENS- None in attendance.

ADJOURNMENT- Ed moved and Angelica seconded to adjourn at 9:25pm, all in favor.

Secretary Pro tem
Ed Burchfield