



Claremont Parks & Recreation Minutes

Date: November 19, 2012

5:00 PM - Site tour of new Community Center
6:00 PM @ Goodwin Community Center

Board Members:	Toby Batchelder, Jeff Coburn, Jim Feleen, Ted Hopkins, Wayne McElreavy, John Napsey, Jodi Tenney, Carolyn Towle
Other Invitees:	Scott Hausler
Attendees:	Toby Batchelder, Jeff Coburn, Jamie Foster, Scott Hausler, Ted Hopkins, Wayne McElreavy, John Napsey, Jodi Tenney, Carolyn Towle
Excused:	Jim Feleen
Next Meeting:	Monday, December 10, 2012

CALL TO ORDER: Jeff Coburn called the meeting to order at 6:30 PM

REVIEW & APPROVAL OF MINUTES: Motion to approve the minutes as presented for the meeting of 11/7/12 was made by Wayne McElreavy, seconded by Carolyn Towle Vote: Unanimous Approved

OLD BUSINESS:

- New Community Center – This was a special meeting called to discuss how to proceed with planning opening ceremonies for the new center and also touch on the selling of memberships.
 - Scott wanted to let everybody know that he has applied for the sign permits. Currently he is working on design and placement of the signs.
- Memberships ~ Things have not been finalized but some of the suggestions that have been put on the table are to
 - Offer discounts to those people who buy them in advance and also to those who refer a friend.
 - There were discussions about visiting area businesses and maybe put together a slide show highlighting the new center and then bring the equipment on-site to sell memberships. This could be done at staff meetings or maybe offer lunch and learn settings. It was suggested that calls be made to the companies Human Resource person to coordinate what will work best for each company. Scott said that slides will also begin showing on CCTV to show membership rates and to recommend they call for additional information.
 - Scott said that general rule of how many memberships are sold is about 10% of the community population.
- Opening Ceremonies – Jamie Foster has been researching what types of activities have been done for other openings.
 - Scott is being told that the building will be ready to open around the 2nd to 3rd week in February.
 - It was decided that the sub-group that will be helping Jamie plan the opening events will meet on Monday mornings at 7:30 AM at the GCC. Anybody is welcome to join us at that time.

NEW BUSINESS:

DIRECTORS REPORT:

- Scott handed out drafts of the brochure that will be used to highlight the new center, member application, rental space application and what has currently been drafted to highlight the history of the center for members to review and give input.
- He updated the Board on a couple of projects that are upcoming or recently happened.
- Diane Whipple asked if the Stevens High School Spanish Club could coordinate the efforts to decorate Broad St Park this Christmas as a fundraiser for their club.
- Scott will give a full presentation at the next meeting but wanted to let everybody know that he received back plans for the mini master plan on revitalizing Broad St Park.

NON-AGENDA:

- Wayne asked if the attic needed to be cleaned out before the move to the new building. Scott mentioned that the attic was cleaned out a few years back and Colin Sanborn from the Historical Society had taken some things. However there are some thing down in the basement and they will begin to bring stuff upstairs to go through.

PARKING LOT:

- Strategic Planning
- Capital Improvement Project (CIP)
- Merging of the Boards

Motion to adjourn the meeting of 11/19/12 at 7:30 PM was made by Carolyn Towle, seconded by Toby Batchelder. Vote: Unanimous Approved

Respectfully Submitted,
Jolene Tenney
Secretary