

Westford Recreation Board Meeting.

August 5, 2022

7pm at the Town Office with Zoom option:

<https://us04web.zoom.us/j/72241748592?pwd=Y09-qDSkWRPzaFXuL7eE3pGibbSAmz.1>

Meeting ID: 722 4174 8592

Passcode: 3jV6t2

Minutes

Present: Ben McElvany, Meghan Valyou-Orisko, George Elliott, Maureen Carpenter, Heather Rodriguez (coordinator)

Review July Meeting Minutes - Approved 4-0

Changes to Agenda - None

Schedule Next Meeting: Tuesday, September 6 (day after Labor Day)

Public Comment -

- Erin:
 - Offering 4-class pass for yoga sessions, \$40 (\$5 to WRD, \$35 to Erin)
 - Drop-Ins still acceptable, will charge \$15/class (\$3 to WRD, \$12 to Erin)
 - Motion Made-2nd-Approved that Erin will operate Yoga Class as before
 - Has idea for self defense in November-December, will review dates and come back to WRD with a firmer plan

Budget (Ben)

- **Rec Coordinator Hours Log** - Heather R generated Excel spreadsheet to log the hours, accessible through Drive
- **Town needs to reimburse WRD for \$120 Port-O-Potty Rental**
- **Miscellaneous Funds** - will be reconciled by Heather R to properly code the funds
- **Follow-Up for Town Report** - due Tuesday, November 1; Ben to follow up & report at next meeting

Discussion:

- Follow up:
 - **Selectboard vote on checking account** - Greg Barrows did not show up to attend meeting, Heather R will follow up to ascertain selectboard decision
 - **Online registration software** - no action, as software needs a checking account. Heather R will review & rate the software programs

- Resignations & Open Board Seats
 - Ashley's last day was 7/31
 - Maureen's last day is ASAP
 - FPF post for Westford Rec Committee Members
 - Post flyers advertising for membership to Steeple Market, Minor's, Butcher Barn
 - Post through the school (Terri Martin)
 - **Program Checklist** - all members to read this prior to next meeting
 - **Rec Policy** - all members to read this prior to next meeting. Meghan strongly recommends having an assistant with a coach for sports programs.
 - **Soccer Equipment** -
 - 20-30 ice packs to be ordered
 - waiting for new netting for soccer goals, based on non-standard sizing of goals
 - Only one game for 3/4 teams can be played at the same time
 - **Rink Repair & Paint** - Scheduled for August 13 & 14, Chuck to supply update next month
 - **Santa Mailbox Storage** - Heather R to check with Nanette about WRD storage space and firm up where we can use it
 - Rec Coordinator line @ town office for messages - phone line has been put in, but not set up. Nanette is working on it, and should be established within the next few weeks. Heather R to supply update next month
 - Heather R to review pricing for storage bins to reorganize the cage, will report her findings next meeting
- **Current Programs & Events: status & needs**
 - Summer Soccer
 - Parent & Me (Ashley & Meghan) - doing well, M & A alternate sessions
 - K -1 (Owen Jacobs) - doing well
 - 2-4 (Ben & Leanne, Shane Collins) - doing well
 - Pick Up Adults & 5-8th Grade (Chuck) - numbers oscillate between good to low, request adult size pinnies
 - Paint & Sip Summer Series (Sammi/Heather) - Paint & Sip doing well,
 - Sammi has proposed a fall series, first Tuesday of the month for adults. Pricing would be the same (\$20 - \$5 to WRD, \$15 to Sammi). Motion Made-2nd-Approved for Paint N Sip Fall Series, same pricing. Heather R to order more canvases
 - Yoga w/Erin (Erin/Heather) - see public comments
 - Parent & Me T-Ball (Meghan) - doing well, will need to order new balls for next year (~\$25-30)
 - **Future Programs & Events:**
 - Fall Soccer
 - **Heather R has made a fall soccer form online**
 - **Coaches, determine dates/times of practices**
 - PreK-K: Cory Mathieu & Drew Colier (can only do Saturdays or Sundays)
 - 1-2: Ben & LeeAnn
 - 3-4: Eric? Kara? Need coach & assistant for 3-4 boys & girls

- Heather will send an email to current summer soccer participants to ask if they want to attend fall soccer
 - **Schedule Games (Heather R)** - Tom Stames will set up schedule for soccer, the teams we play would be Georgia, Fairfax, Fletcher, Johnson, Cambridge
 - **2nd Annual Rec Social on the Common (to be held September 11)** - Motion Made-2nd-Approved to have event & organize it (Meghan & George will organize)
 - Cotton Candy
 - Hot Dogs & Hot Dog Bar - 120 dogs & buns
 - Toppings: Relish, mustard, ketchup, onions, chili, hot sauce
 - Small Pack of Plates, Coffee Filters
 - Small Set of Cutlery
 - **Bat House DIY Kits Event in August (Meghan)** - Motion-Made-2nd-Approve to sell bat houses during Rec Social
 - Turkey Trot Event on November 19 (Meghan)
 - Web Site: westfordturkeytrot.wordpress.com
 - Run starts at 10:00a
 - 3K & 10K runs, have raffle after with donated items
 - Planning recommended to begin in August. Need subcommittee of 2-3
 - People who ran it in years prior willing to help run it this year
 - Post on FPF for Turkey Trot volunteers
 - Vote on Subcommittee next meeting
 - Lego Star Wars Build Night (Meghan & George)
 - pick a date in Oct & advertise in Sept newsletter
 - October 14, 5:00-8:00p, Red Brick Meeting House
- Newsletter due 8/22 - all on Google Drive
- Heather R will compile Newsletter, Agenda, set up Zoom link, and send alert for upcoming meetings (e.g. week before, asking for attendance)