

APPROVED

East Montpelier Recreation Board Meeting Minutes

August 14, 2017

Members in attendance – Phillip Heinz, Robert Fitch, Cristin O'Donnell, Alex Rob, Jack Zeilenga, Paul Winters

Meeting called to order 7:24 PM

- Minutes from June 12 and July 10 meetings approved.
- Financial overview
 - Currently have about \$12,000 in account.
 - Spent \$460 on lacrosse nets for the Recreation Field.
 - Discussion about whether all athletic funds will be in one place or whether funds will be designated specifically for soccer and basketball as they have been in the past. Decision made to continue with designated funds for soccer and basketball, funded by athletic fees and concessions.
- WCSU Athletic Manual
 - Most recent version is 2015-16. This is what is currently used by the district. Jack spoke with the principal at Calais where they are getting ready to hire an athletic director that will share duties with Berlin. Once that occurs it is agreed that Jack and at least one other member of the EM Rec Board (most likely Phillip) will sit down with the AD from Calais/Berlin and the AD from Doty/Rumney to update the manual.
- East Montpelier Recreation Policies and Procedures
 - Along with updating the district athletic manual, the EM Recreation Policies and Procedures manual will also be reviewed and revised, as is required each year. Once amendments are made both manuals will be handed out to soccer coaches and in the winter, basketball coaches.
 - The following members will be reviewing and editing certain sections of the EM policies and procedures:
 - Board function/Program Directives – Phillip
 - Expectations – Jack
 - Equipment and Supply Policies – Cristin
 - Treasurer/Officer Responsibilities – Bob
 - Disciplinary – Paul
 - Sportsmanship/Code of Conduct – Alex
 - All changes to the policies and procedures will be made by August 30 so they can be distributed at the start of soccer season.

- Soccer uniforms
 - Inventory indicates 64 old uniforms, in somewhat poor condition and 35 newer uniforms in a style that is no longer available. New uniforms need to be ordered for the upcoming season.
 - The board authorized Phillip to get a quote for uniforms for a complete replacement, not to exceed \$2,000. The board will review the quote(s) prior to ordering. The vote was 4-2.

- Inventory
 - Beyond the soccer uniform inventory, basketball and baseball supplies will also be inventoried. Jack will take inventory of basketball uniform numbers and sizes, as well as balls. Paul will take inventory of the equipment in both the baseball and softball sheds on the back of the dugouts.

- Fall baseball
 - The board unanimously approved use of the baseball fields, on Sundays starting after Labor Day, for fall baseball clinics.

- Bleachers
 - Paul got a quote to replace the six bleachers currently in use on the Recreation Field. The cost to build portable wooden bleachers is very high. There is an extensive amount of rot in the bleachers and they are unsafe for continued use. Bob and Phillip have done some research into replacing them with aluminum bleachers. Discussion to be continued at future meeting.
 - Board unanimously voted to remove and dispose of current bleachers on the Recreation Field, due to safety and liability concerns, prior to the start of the soccer season.

- Baseball updates
 - Paul obtained a quote for mound improvements and materials for field upkeep. Specifics and discussion at a future meeting.
 - If replacement of equipment such as bats, catcher's gear, etc. is needed, a request for funding can be submitted to the Central Vermont Little League (CVLL). They can help cover these types of costs not directly associated with the condition of the field itself.
 - Paul and Mike will determine what equipment may need to be added or replaced and a request will be submitted to CVLL early in the calendar year.

- Mowing
 - Discussion about frequency of mowing the Recreation Field. Need to review contract to determine how often the field is to be mowed throughout the year and how long the contract runs for.

Meeting adjourned 8:40 PM

Next meeting to be held on September 11, 2017 at 7:15 PM, East Montpelier Elementary School.