

**HAMBURG
RECREATION COMMISSION MINUTES
April 16, 2013**

CALL TO ORDER: In accordance with the Open Public Meetings Act, with regard to notices, this regularly-scheduled meeting of the Hamburg Recreation Commission was called to order by Chairwoman Lisa Abrahams at 7:00 PM.

ROLL-CALL

Present: Chris Fitzpatrick, Lisa Abrahams, Paula Marino, Tammy DeOliveria

Absent: JoAnn McNulty

Also Present: Kathy Garrett, Councilwoman Oehler

APPROVAL OF MINUTES

Motion by Chris Fitzpatrick, seconded by Paula Marino to approve the minutes of March 19, 2013 Regular Meeting. All in favor.

FINANCE

The ending balance is \$18,606.76. Motion by Chris Fitzpatrick, seconded by Paula Marino to accept the report as received. All in favor.

OLD BUSINESS / NEW BUSINESS

Family Fun Day – April 6

Members discussed Family Fun Day held at the YMCA on April 6th and all thought the night went very well with approximately 60 people in attendance. Everyone was able to swim for the entire two hours and then grabbed snacks at the end. The pool rental for the night was \$450.00.

Motion by Lisa Abrahams, seconded by Chris Fitzpatrick to pay the bill for the YMCA for Family Fun Day in the amount of \$450.00 as submitted. All in favor.

Summer Rec

Members discuss summer rec and keeping the two week time change for the program, as opposed to three weeks, also discussing the fees involved for the registration. After some discussion, the board feels that it is necessary to change the ordinance to modify the fees, especially since the time frame is going to be changed, thereby possibly causing a family to consider this cause for not sending their children to the summer rec program. Joyce will contact Attorney Clemack and ask him to prepare the ordinance for the change so that it is in place for this years' program, which begins in July.

Kathy will email last years' flyer to Lisa, who will change the dates and information as needed and whatever else information on the flyer and then Kathy will print it for distribution to the school.

Members also discuss a blanket order for the program as per the advice of the CFO. After discussion, motion by Lisa Abrahams, seconded by Paula Marino to submit a blanket order for summer recreation to spend up to \$8000.00, which will include wages and supplies. All in favor.

Miss Hamburg, Little Mr. / Miss Hamburg Contests – June 15

Lisa has received confirmation from the school to hold the contests there but the school is requesting a certificate of insurance, so Kathy will contact the company for that. Chris has the judges lined up already. He will emcee the event and has the script done also. Unfortunately, Chris's son has a prior engagement so will be unable to provide the background music as he did last year. Advertising for applications and the event will begin in May with a deadline date of May 31st for applications to be returned. Tammy will get the flowers and Lisa will purchase the snacks.

Motion by Lisa Abrahams, seconded by Chris Fitzpatrick for Tammy DeOliveria and Lisa Abrahams to use the Shop Rite and Wal-Mart Cards to purchase the necessary items for the Contests. All in favor.

A blanket order was discussed also. Considering the amount of money that is given out to the winners and that is spent on trophies, goodies bags, etc., motion by Chris Fitzpatrick, seconded by Tammy DeOliveria to spend up to \$950.00 on the necessary purchases for the Miss Hamburg, Little Mr. / Miss Hamburg contests. All in favor.

Hamburg Day – August 25

Paula was in touch with Diane Vaspory, who was very helpful in obtaining most of the vendors that attended last year, and spoke to her about helping out this year. She is willing to set us up with vendors at \$25.00 a table, with her recouping \$5.00 per vendor for her fee for handling everything. Paula discussed how to handle the checks, with Diane wanting them to go to her first and then coming to Finance. After discussion, Kathy will check with Finance and then report back to the board.

Paula also had a contract from Diane that Diane wanted signed by the board outlining stipulations. Paula wanted some things changed before she gave members a copy. She will talk to Diane and then email a new contract out to everyone for their review.

Chris would like whoever supported a clinic to get a free booth if they wanted one, along with non-profits, who already do receive a spot for no charge.

Paula will ask the Fire Dept. if they are interested in selling food again.

Members discuss the blanket order for Hamburg Day and decided that, based on the amount that was spent last year, that \$5000.00 would cover everything and give them plenty of room to work.

Motion by Chris Fitzpatrick, seconded by Tammy DeOliveria to spend up to \$5000.00 on the items / rentals for Hamburg Day.

Tammy DeOliveria added that we always over-budget everything – we'll be fine.

All in favor.

Halloween – Trunk or Treat

After viewing what was spent last year for this function, motion by Tammy DeOliveria, seconded by Chris Fitzpatrick to submit a blanket order and spend up to \$350.00 for the Trunk or Treat. All in favor.

Breakfast with Santa

Members discuss Breakfast with Santa and Paula said that it was approximately \$450.00 or less than \$500.00 that was spent and is not sure how Finance has Rec spending \$944.47 as a total. Kathy will ask Finance for a breakdown on that number so Rec will hold off on submitting the blanket order for approval pending further discussion.

Clinics

Chris had 12 kids for chess, 15 for cheer and 3 showed for tennis. Chris also mentioned that there were 3 tennis pros from Sparta that taught the clinic, so those kids received “private lessons”! There was one more clinic coming up – Fashion – and that would end the clinics for the year, totaling 24 in all. Unfortunately Chris mentioned that all the adult functions were cancelled. He was also disappointed that, except for Paula Marino with cross-stitch, there is no one else from Hamburg that volunteers to teach at the clinics.

Refrigerator

Members discuss the refrigerator for the rec fields and Paula said she found 2 at Lowes, one that she liked better than the other. It was a Frigidaire 18.2 cu ft. top freezer with metal shelves for \$501.83. Tammy had also looked and she also liked metal shelves as opposed to the glass ones. Paula did not have a Tax Exempt form on her so the price did include the tax. Without tax, the cost would be \$469.00.

Motion by Paula Marino, seconded by Chris Fitzpatrick to purchase the Frigidaire 18.2 cu ft. top freezer with metal shelves for \$469.00 from Lowes. All in favor.

Tammy will speak to Mike Schneider about coordinating the delivery of the refrigerator to the rec field pavilion.

Paula also asked if the bathroom locks were fixed yet, since there was such a problem with them for Hamburg Day last year. And she also brought up the volleyball net and if it were located or even received. Also mentioned was the lighting for the pavilion. Those issues will be looked into.

Jr. Citizenship Award

Paula purchased a frame for the certificate and the gift cards have already been purchased. Kathy will send out a letter to Joshua and invite him to the May 6th Council meeting but not disclose why. He will be presented the certificate by the Mayor and Paula will have a list of his accomplishments in letter form for the Mayor to read.

Board Membership

A letter of intent will be sent to JoAnn about her membership on this board since she has missed so many consecutive meetings.

PUBLIC PORTION

Motion by Lisa Abrahams, seconded by Chris Fitzpatrick to open the meeting to the public. All in favor.

Mark Sena – Kirkwood Ave – came before the board tonight to ask for help in putting a playground on the rec fields. He stated that there is approximately \$24,000.00 that has been set aside in the budget for the playground and he would finally like to get it purchased and up on the field. He will check with the engineer as to if there is a designated spot for it so they will know the area they are dealing with and the size of the equipment that will be able to be purchased. When asked, Paula and Lisa volunteered to help, with Tammy helping out after graduation. Mark stated that Councilman Dan Barr will be helping out also and that he would like to start as soon as possible.

Mark also told the board that they would be receiving the \$9500.00 as it was a line item in the budget. Joyce stated that since there was over \$19,000.00 in the current rec budget, rec was not going to be receiving that money this year, even though it shows as a line item.

Mark also stated that the town would be giving \$1800.00 to the Jr. Police so the rec board did not have to make a donation this year.

In discussing the Littell Center, Mark relayed that it would be an annual \$10,000.00 for our kids to attend functions there and said that it was a lot of money and that he would schedule our fields. Joyce stated that the money also went for league participation, senior attendance at functions, salaries, etc. and was definitely worth it.

Members also discuss the ordinance with regards to the fee schedule for modifying fees for summer rec. This has been discussed under summer rec.

Motion by Chris Fitzpatrick, seconded by Lisa Abrahams to close to the public. All in favor.

CORRESPONDENCE

None

ADJOURNMENT

Motion by Chris Fitzpatrick, seconded by Tammy DeOliveria to adjourn the meeting at 8:44 PM. All in favor.

Minutes Approved _____

Date Released _____

Kathy Garrett
Secretary