TOWN OF DEERFIELD Parks & Recreation Commission January 8, 2020

Call to Order

6:00 pm: Chairman Libby called the meeting to order

Present: Katie Libby, Chair, Nate Brown, Terry Crotty, Jeff D'Agostino, Tom DuBois, Erica Menard and

Jeff Shute Members

Excused: Dwight Barnes, Vice Chairman and Brian Fisher, Member

Also Present: Nick Lawrence, Director and Kevin Hill, Assistant Director

Review of Minutes

Motion: J. Shute moves to approve the minutes of December 2019

Second: N. Brown

Discussion: Members has various corrections and edits, including the individuals in attendance,

vote counts, the date of the next meeting and the final sale price of the Passenger Bus.

Vote to Approve as Amended: 6 Yea, 0 Nay, 0 Abstained - Motion Carries

Member D'Agostino had not yet arrived at the time of this vote

DPR Financial Update

E. Menard presented the Commission with a year to date summary of the 80 fund financials. (See Appendix 1).

DPR Warrant Article

The DPR Warrant Article was circulated for Member review. The language, vetted with the Town Administrator and legal counsel, has been approved by the Municipal Budget Committee and Select Board. The Article seeks to raise \$15,000 for Town field maintenance, including tree trimming at Bicentennial Field and mulching at the Gazebo playground. Half of the amount is to be raised from taxes and half from the Department's Revolving Fund.

Summer Camp 2020

Deb Treantafel, Summer Camp Supervisor, has been compiling data and researching area programming in order to make a recommendation on the 2020 Summer Camp fee structure. The ASC/Summer Camp Sub Committee will meet with Deb and Nick prior to the next meeting in order to discuss the moving pieces in more depth and will bring an update to the Commission.

Baseball/Softball Registration Launch

N. Lawrence spoke that the baseball and softball registrations would be going live in the coming weeks. K. Hill is finalizing the details of the early bird registration incentive that was agreed upon at a prior meeting.

A historical breakdown of registration types (early bird, on-time and late registrations) by program was presented.

K. Libby asked that a Baseball/Softball Sub Committee meeting be held in order to review prior years revenue and expenses and re-confirm decisions on any changes to be made, for example with the Adult Co-Ed Softball program.

Basketball Update

Basketball seasons are well underway and running smoothly.

Winter Carnival

N. Lawrence presented a timeline of scheduled events. Several Members indicated that, due to Basketball conflicts, they would be unable to attend on Saturday, and that Sunday would be the better

date.

Motion: J. Shute moves to move Winter Carnival from Saturday to Sunday

Second: N. Brown

Vote: 7 Yea, 0 Nay, 0 Abstained - Motion Carries

New Business

K. Libby and N. Lawrence have been in contact with an individual from the Goffstown Parks & Recreation Department regarding their skating rink construction. That Town has been constructing a skating rink for many years and had lots of good insight to share.

E. Menard received \$300 from her employer to be donated to the charity of her choosing and she would like to place it with DPR. Members agreed that having a line in the budget for needs-based scholarships to youth programming would be beneficial and suggested the donation be directed to that line. It was also suggested that DPR establish general processes/procedures on how scholarships would be administered.

Motion: J. Shute moves to establish a new Program Scholarship line in the 80 Fund to be used for needs-based scholarships for participation in youth programming

Second: T. DuBois

Vote: 7 Yea, 0 Nay, 0 Abstained - Motion Carries

K. Libby spoke that two Members of the Commission have tendered resignation. One vacancy is expected to be filled in the coming months, if anyone knows of a community member interested in filling the second vacancy, they should contact Parks & Recreation, the Town Administrator or a Member of the Commission. The term would run through April 2020.

Citizens Comments

None

Adjournment

Motion: J. Shute moves to adjourn

Second: T. Crotty

Vote: Yea 7, Nay 0, Abstained 0 - Motion Carries

Next Meeting Wednesday, February 5th @ 6:00pm

The Minutes were Transcribed and Respectfully Submitted by Katherine Libby, Chair. Pending Approval by the Parks & Recreation Commission

				80 Fund as	of 12/31/2019				
				Dec 2019 YTD	Dec 2019 YTD	Dec 2019 YTD	Dec 2019 YTD	Nov 2019 YTD	Month
Program Name	G/L Number	2018 Bala	ance	Revenue	Expenses	Balance	Profit / (Loss)	Balance	Gain/(Loss)
Adult 0 - Ed 0 (0 0	04	10	077.00	F F0F 00	0.000.01	40.740.70	0.074.00	40.740.70	0.00
Adult Co-Ed Softball	01 03		077.36 332.95	5,505.00 312.00	2,833.64	12,748.72 4,628.70	2,671.36 295.75	12,748.72 4,493.70	0.00 135.00
Adult PU Basketball	03				16.25	,			
Adult Yoga	11		892.84 589.51)	4,756.00	3,700.80	9,948.04 (24,657.56)	1,055.20 (68.05)	9,960.04 (24,657.56)	(12.00) 0.00
Gazebo Field Old Home Day	12		615.40)	4,877.00	68.05 7,467.18	(24,657.56)	(2,590.18)	(23,205.58)	0.00
Dances	13		191.92	4,245.00	1,660.10	8,776.82	2,584.90	8,298.26	478.56
Toddler Events	14		377.86	1,430.00	523.77	2,284.09	906.23	2,153.40	130.69
Trips	15		283.73)	8,476.90	3,127.50	(934.33)	5,349.40	(934.33)	0.00
Youth Baseball	16		586.54)	11,322.25	11,052.87	(9,317.16)	269.38	(9,317.16)	0.00
Youth Basketball	17		150.19	8,393.50	5,347.79	13,195.90	3,045.71	16,041.39	(2,845.49)
Youth Softball	18	10,	100.10	3,303.00	4,693.67	(1,390.67)	(1,390.67)	(1,390.67)	0.00
Youth Flag Football	19			60.00	60.00	0.00	60.00	0.00	0.00
Youth Fall Soccer	20	(4.3	388.43)	13,235.75	9,025.35	(178.03)	4,210.40	(178.03)	
Youth Hoop Classic	22		215.45	17,764.50	10,731.84	31,248.11	7,032.66	29,448.11	1,800.00
Youth Soccer Camps	23		252.15	,	,	2,252.15	0.00	2,252.15	0.00
Senior Programs	27		163.16)	5,070.00	4,099.71	(4,192.87)	970.29	(3,842.87)	(350.00)
Nutrition 365	28	(2)	(5.73)	191.46	,	185.73	191.46	170.23	15.50
Summer Day Camp	34	53.	910.47	76,289.00	81,953.88	48,245.59	(5,664.88)	48,288.50	(42.91)
3 and 3	35		736.56	1,090.00	168.75	7,657.81	921.25	7,657.81	0.00
Line Dancing	36		138.85		35.95	2,102.90	(35.95)	2,102.90	0.00
After School Programs	37	195,	221.86	131,591.00	87,066.66	239,746.20	44,524.34	241,464.42	(1,718.22)
Full Body Blast	46		027.02	1,290.00	976.00	8,341.02	314.00	8,165.02	176.00
Postage	50		932.74)		65.52	(998.26)	(65.52)	(998.26)	0.00
Special Events	52		014.04)	1,702.00	3,531.80	(25,843.84)	(1,829.80)	(26,420.35)	576.51
FICA	54		113.21)		11,778.59	(54,891.80)	(11,778.59)	(54,012.24)	(879.56)
Medi	55		018.51)		2,754.71	(12,773.22)	(2,754.71)	(12,567.50)	
Retirement	57		880.83)		2,571.88	(6,452.71)	(2,571.88)	(6,192.79)	
Capital Improvements	59		214.67)		9,114.22	(35,328.89)	(9,114.22)	(35,328.89)	0.00
Equipment (Major)	60		339.28)		2,547.15	(12,886.43)	(2,547.15)	(12,716.44)	
Equipment M&R	61		358.52)		1,448.32	(4,806.84)	(1,448.32)	(4,696.01)	
Facility M&R	62		663.91)		23,797.62	(31,461.53)	(23,797.62)	(31,406.01)	
Vehicles	63		685.09)		19.18	(10,704.27)	(19.18)	(10,704.27)	0.00
Vehicle M&R	64	(1,	070.47)		743.99	(1,814.46)	(743.99)	(1,814.46)	
Administration	98	***		45.00	52,885.15	(52,840.15)	(52,840.15)	(46,941.55)	(5,898.60)
Dormant Programs		(4,	758.49)			(4,758.49)	0.00	(4,758.49)	0.00
Dormant Programs		,		200.040.00	245.007.00				0.00
Dormant Programs		,	758.49) 843.22	300,949.36	345,867.89	71,924.69	(44,858.53)	81,161.19	
Dormant Programs		,		300,949.36	345,867.89	71,924.69			0.00
		,		,	,				0.00
December 2019 (month onl		,		December 2019	(year to date):	71,924.69			0.00
		,		,	(year to date):	71,924.69			0.00
December 2019 (month onl		,		<u>December 2019</u> \$44,859 overall	(year to date):	71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains:	palance due to:	,		December 2019	(year to date):	71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b	palance due to:	,		December 2019 \$44,859 overall Profits: • After School	O (year to date): loss due to: Programs \$44,524	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains:	palance due to:	,		December 2019 \$44,859 overall Profits: • After School • Hoop Classic	O (year to date): loss due to: Programs \$44,524	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains: • Youth Hoop Classic \$1,80	palance due to:	,		December 2019 \$44,859 overall Profits: • After School • Hoop Classic	O (year to date): loss due to: Programs \$44,524	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains: • Youth Hoop Classic \$1,80 • Special Events \$577	palance due to:	,		December 2019 \$44,859 overall Profits: • After School • Hoop Classic • Trips (include	Programs \$44,524 \$7,033 es sale of van): \$5,	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains:	palance due to:	,		December 2019 \$44,859 overall Profits: • After School • Hoop Classic • Trips (include • Youth Baske	Programs \$44,524 \$7,033 es sale of van): \$5, tball \$3,046	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains:	palance due to:	,		December 2019 \$44,859 overall Profits: • After School • Hoop Classic • Trips (include • Youth Baske • Youth Socce	Programs \$44,524 \$7,033 es sale of van): \$5, tball \$3,046 r \$4,210	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains:	palance due to:	116,		Profits: After School Hoop Classic Trips (include Youth Baske Youth Soccee Adult Co-ed	Programs \$44,524 \$7,033 es sale of van): \$5, tball \$3,046 r \$4,210 Softball \$2,671	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains:	oalance due to:	116,		Profits: After School Hoop Classic Trips (include Youth Baske Youth Socce Adult Co-ed Dances: \$2,5	Programs \$44,524 \$7,033 es sale of van): \$5, tball \$3,046 r \$4,210 Softball \$2,671	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains: • Youth Hoop Classic \$1,80 • Special Events \$577 • Dances \$479 • Full Body Blast \$176 Losses: • Administration/FICA/Mederation • Youth Basketball (\$2,845	di/Retirement (116,		Profits: After School Hoop Classic Trips (include Youth Baske Youth Socce Adult Co-ed Dances: \$2,5	Programs \$44,524 \$7,033 es sale of van): \$5, tball \$3,046 r \$4,210 Softball \$2,671 885 1,055	71,924.69 71,924.69			0.00
December 2019 (month onl \$9,237 decrease to overall b Gains: Youth Hoop Classic \$1,80 Special Events \$577 Dances \$479 Full Body Blast \$176 Losses: Administration/FICA/Medical Youth Basketball (\$2,845) After School Programs (\$	di/Retirement (116,		December 2019 \$44,859 overall Profits: After School Hoop Classic Trips (include Youth Baske Youth Socce Adult Co-ed Dances: \$2,5 Adult Yoga \$ Senior Progr	Programs \$44,524 \$7,033 es sale of van): \$5, tball \$3,046 r \$4,210 Softball \$2,671 85 1,055 ams \$970	71,924.69 71,924.69			0.00
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JANUARY 2020 DPRC MEETING MINUTES - APPENDIX 1