**Millis Recreation Committee**

**900 Main Street, Zoom**

**October 3, 2023**

**6:30 pm Via Zoom**

**Meeting Minutes**

**DRAFT**

Join Zoom Meeting

<https://us02web.zoom.us/j/89999261993?pwd=OTNzNDVoSi90alcxakdFOUt2VUN5dz09>

Meeting ID: 899 9926 1993

Passcode: 233782

**Present: Mike Banks, Steve Cassidy, Kris Fogarty, Amanda Jarvis, Erin LeBlanc, Sharon Locke and Stephen Smith**

**CALL TO ORDER:**

Chair, Mike Banks called the meeting to order at 6:31 pm.

**NEW BUSINESS:**

**Upcoming Events:**

Kris Fogarty mentioned the Halloween Party/Touch a Truck on October 28, 2023 from 1:00-3:00pm as well as the Santa Parade on December 2, 2023 from 5:30-7:00pm. All committee members will be needed at both events.

**AP/Payroll Signature Authorization:**

**Motion made by Sharon Locke, seconded by Steve Smith to permit Mike Banks, to become the signature contact for accounts payable warrants. The motion passed unanimously.**

**Budget FY24 Update:**

Kris Fogarty, Director informed the committee that she had met with the Town Administrator recently to discuss some of the concerns of the upcoming budget cycle. The Host Fund agreement that supports the Teen Program Coordinator position will not be available for next year. Ms. Fogarty expressed the deep need to find funding in the budget to support this position. The Town Administrator agreed and said that he would have a better idea of the budget numbers in November and that he would like to meet again. Ms. Fogarty also brought the Accounts Payable line item which needs to be adjusted to reflect correct numbers.

Erin LeBlanc, Teen Program Coordinator updated the Recreation Committee on the 500 hours of community service that the Millis Rec Serves platform has generated. Ms. LeBlance recently went to the State House for Advocacy Day for Park and Recreation. Erin is also looking into having our State Representative, Marcus Vaughn to issue a citation to the volunteers at an upcoming Select Board meeting.

Mike Banks suggested reviewing the job description for the Teen Program Coordinator position. He strongly recommended demonstrating the revenue and benefits this position brings to the community in the upcoming budget presentation. Mr. Banks mentioned adding a formal discussion at an upcoming meeting to support the position and sending some type of correspondence to the Select Board.

**Minutes:**

**Motion made by Stephen Smith , seconded by Sharon Locke to approve the minutes from February 22, 2023. Roll Call; Mike Banks, yay; Steve Cassidy, yay; Sharon Locke, yay and Stephen Smith, yay.**

**The motion passed by majority vote.**

Minutes from June 6, 2023 meeting could not be voted because a couple of the committee members were unavailable for this meeting. It will be tabled until the next meeting.

**Other Business:**

Amanda Jarvis suggested a soccer evaluation for next season. Ms. Fogarty said she would look into it and discuss with some of the current coaches.

**Adjournment:**

Stephen Smith made a motion to adjourn, seconded by Sharon Locke. The motion carried unanimously and the meeting adjourned at 7:03 pm**.**

Respectfully Submitted:

Kris Fogarty