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MAY 16 2018

COLEBROOK TOWN CLERK

**Colebrook Recreation Board
Meeting Minutes
Special Meeting, Colebrook Town Hall
Monday, May 14, 2018**

In attendance: Kim Janak, Roxanne Puhalski, Shayne Young, Justin Truskauskas

-Meeting called to order by Kim at 7:16 pm

Correspondence

- Received copy of an email that Tom McKeon received from our town lawyer with suggestions for Playing Up agreement.

April 2018 Minutes

- Amend to say July start for Archery.
- Amend to state that meeting took place at Town Hall not CCS
- Shayne 1st, Justin 2nd. Minutes APPROVED.

Spending Guidelines

- Discussion about needs for each sport season. Motion for any Board member or designee under direction of Board member to make a purchase under \$250 for safety gear, field equipment, items needed for repair and to pay referees/umpires as deemed necessary/needed throughout any sport season. Purchases exceeding this amount need Board meeting and approval. Justin 1st, Shayne 2nd. Motion APPROVED.

Program Evaluations

- Motion to TABLE discussion to next meeting. Roxanne 1st, Justin 2nd. APPROVED.
- Revised evaluations were handed out to Board members present to review at next meeting. Evaluations sent via email to board members for feedback on revision.

Baseball

- Motion to approve \$546 payable to Barkhamsted Youth Baseball for reimbursement of Tarfas GameSaver for baseball field when rains at game. Roxanne 1st, Justin 2nd. Motion APPROVED.
- Roxanne discussed concussion class online that completed and became certified in. Suggested good knowledge for Board members and coaches. She will send website link via email.
- Motion to approve (7) new first aid kits for coaches to have on hand as well as the snack shack to have during games. Kim to purchase asap. Roxanne 1st, Kim 2nd. Motion APPROVED.

Baseball awards ceremony

- Shayne informed that usually Town Pond opening and Baseball Awards ceremony occur simultaneously. Playoffs start June 18 so most likely to end June 30th and ceremony thereafter. Update at next meeting.
- Shayne will inquire with Norfolk coach about whether to host a joint ceremony as each town usually hosts own.
- Shayne will talk to Rob Pac to order awards now for next month so plenty of time. Motion to approve funds for baseball awards only as Lions Club supplies the food. Justin 1st, Shayne 2nd. Motion APPROVED.

Baseball billboards renewal

- Reviewed business owners who renewed billboard advertisement and ones who have not. Kim will call by June 1st to inquire with those who have not renewed.
- Colebrook PTO asked for waiver this year as their funds are low this year. Motion to waive fee this year. Kim 1st, Roxanne 2nd. Motion APPROVED.
- Shayne inquired about fixing old signs versus creating new ones. Tim Baran quoted \$400 to create new sign vs. \$275 for creating new advertisement using old sign.

Snack shack

- Motion that Recreation Board assumes responsibility for initially stocking the snack shack yearly to be managed by the Recreation Board and baseball parents. Amount not to exceed \$750. Kim 1st, Shayne 2nd. Motion APPROVED.
- Shayne made donation to host new Colebrook tee shirt fundraiser. New T-shirts will be sold at the snack shack during games.

Archery Program

- Summer program will begin second week in July for grades K-7 and will run for approximately 7 weeks.
- Program will be managed by Gina with help of archery instructors.
- Expected fee for participants is \$35 and minor capital expenses are required to purchase archery and safety equipment.

Board Membership

- Looking for new board member after baseball season.

Motion made by Kim to adjourn at 8:23 p.m. Roxanne 2nd.

Respectfully submitted,

Kim Janak