

**Colebrook Recreation Board Special Meeting Minutes –November 10, 2022**  
**Colebrook Town Hall Meeting Room**

**Board Attendance:** Roxanne Puhalski, Jon Ferrante, Mary Stauffer, Chris Waring, Ryan Farrell, Katie Martin; Jon arrived at 7:30pm

**Public Attendance:** Peter Gove, Tiffanie Meehan

**Board Members Not Present:** Justin Truskauskas

**Call to order** – Meeting called to order by Chris Waring at 6:39p.m.

**October 4, 2022 Minutes Approval** – Katie 1<sup>st</sup>, Mary, 2<sup>nd</sup>. The minutes were approved as written.

**Finances:** Several soccer registrations need to be deposited. There are also some expenses to deposit from soccer as well. Roxanne has also put in for reimbursement for snack shack expenses from the Colebrook Fair and Trunk or Treat events.

**Old Business:**

1. **Coaching Survey Update:** Chris is still finalizing the form. It will now be called “Sports Survey,” and there be questions for parents to answer about the program as well as practices and the coaching. Chris is hoping to have it finalized so that it can be handed out to parents at the soccer awards banquet on Friday, November 18th.
2. **Open Gym Nights:** Chris feels that there should be a school representative attending the open gym nights, so that the students are better controlled. Katie mentioned that Beth Driscoll, principal of CCS, asked that the Recreation Board once again sponsor some open gym nights at CCS. There was a suggestion made that there be some guidelines for parents so that students better managed. There was a suggestion made that we plan nights for different grades, ex. K-3, 4-6, etc. Katie suggested that we come with ideas for the first gym night to the January 2023 meeting. Chris suggested one night in January, two in February, one or two in March. There was also discussion that maybe we could use the art room to do some arts and crafts. Mary recommended that we use “Sign- up Genius” to have people sign up, that way we have a better way to track who signs up.
3. **Summer Archery:** We need to have people trained in the archery program to run the program. Katie and Mary’s husbands are willing to run the program. We might be able to run it longer if we had more instructors, ex. 2 weeks, instead of 1, etc.
4. **Snack Shack Upgrades:** Jeff Stauffer repaired the front door and counter after the October break-in, and a new lock is on the door. Katie suggested making a list of what the board wants/needs done to the snack shack in terms of repairs, and then Katie can share that list with Scott Winn who is willing to work with us to make the repairs to the snack shack.
5. **Trunk or Treat Wrap up:** It was very successful, families really enjoyed the time and the fire was a big hit. Next year, just do a raffle for people who bring a car, it was too difficult to get people to vote during the event in order to award the prizes. Next year, we can also ask if anyone wants to donate candy, which would help lower costs.
6. **Justin Truskauskas and Jon Ferrante Resignations:** Justin officially has resigned as of November 11, 2022. Jon Ferrante is also resigning as of November 11, 2022. The board recommends that Tiffanie Meehan be appointed to one of the open board positions. Chris will follow up with Town Officials to get the process started.
7. **New Board Members:** There are no restrictions, except for citizenship, to be a member of the Recreation Board. Tiffanie Meehan is interested in becoming a member of the board.

Chris will send a note to Karen to get the process rolling to get Tiffanie elected to the board.

**Soccer:**

1. **Wrap-up:** 5-6 team won the championship for the year. It was a great season for the Colebrook teams. Peter suggested that if the team is large, then he would like a parent helper to manage the needs of players on the bench during games.
2. **Awards/ Pizza Night:** Friday, November 18<sup>th</sup>, 2022, 6:30pm. There should be 100-150 people at the party. All awards and trophies are ordered and should be ready for next week. Chris is getting soccer balls for all of the sixth graders, which are the size they need for next year. Jon completed all of the award certificates and Katie has the medals for the kindergarten players. Chris will be in charge of getting all of the soccer shirts returned from students.

**Basketball:**

1. **Registration:** still open, but 2<sup>nd</sup> and 3<sup>rd</sup> grade is mostly full.
2. **Coaching** (4<sup>th</sup>-6<sup>th</sup> grade teams): Ryan Farrell and Nate Day will be coaching. There are 8 Colebrook students signed up and one more is signing up from Colebrook. There is one student from Norfolk that is will be added to the Colebrook team. Two other students from Norfolk are playing on Winsted teams. There will be a coach meeting for the league coming up soon. New Hartford and Barkhamsted are also going to have 3 teams, each in the league. Games will be played at Pearson, Gilbert, and Northwestern regional schools. Practices start next week. Practices can be at Pearson, one night a week, and if Colebrook school is available, then there can be more practices. Games start the first week of December.
3. **Equipment:** Chris is going to check out equipment in the storage shed for basketballs, pinneys, etc. Katie suggested sending a letter/ email to parents about what players will need.

**Otis Ridge Ski Program:** registration is open, Hannah McCaw sent an email to all families with information about the program. The program starts the first week in January and runs for six weeks.

**Agenda Discussion for January 2023**

- o Billboard letters
- o Fishing Derby
- o Fundraisers- something to raise more funds for the board to support more program.
- o Additional 2023 Planning
- The Board voted to set the meeting dates for next year's, 2023 board meetings as the first Thursday of each month except in December, no meeting. Board approved the 2023 meeting schedule.

**Adjournment** – Chris motioned to adjourn 8:05 p.m., Mary 1<sup>st</sup>, Roxanne 2<sup>nd</sup>.

**Next Meeting – Thursday, January 5, 2022 at 6:30 p.m.**

Respectfully Submitted, Roxanne Puhalski