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**Town of Winchendon
Winchendon Parks and Recreation Commission
February 20, 2024 Minutes-6:30pm
4th Floor Conference Room, Town Hall**

WINCHENDON TOWN CLERK
RCUD MAR 12 2024 AM 9:36

Committee Members Present: Tiffany Newton (Recreation Coordinator), Andrew Beauvais (Vice Chair), Melanie Franklin, Debra Bradley (Chair), Debra Kane, Dawn Higgins, Emily Bradley

Absent Members: Gabe Beauvais, Emily Croteau, Dylan Romanowski

Non- Members: Richard Fahey, Rajuli Fahey, Ashley Rust, Chelsea Patriss

Meeting called to order at 6:30 p.m.

New Member Interest: None

Deb B motioned to take the agenda old business-Ren Faire Agreement out of order. Dawn 2nd the motion.

Debra B (Y) Dawn (Y) Debra K (Y) Emily B (Y) Andrew (Y) Emily C () Dylan ()
Gabe () Melanie (Y)

Old Business

Ren Faire Agreement

- There has been a lot of discussions and meetings regarding the 2 day vs 1 day decision over the last 2 weeks.
- The biggest issue for the 2 days is the cost and to rectify that problem, Dawn has graciously offered to donate \$3,000 as a guarantee of \$3,000 in ticket sales. The money will be given back upon successful ticket sales and kept only if this amount isn't made.
- The 2nd issue was man power/volunteers. Given our volunteer list and some people already involved in the faire we should be able cover our needs
- Andrew also addressed the need for better communication on both sides
- Public Comment
 - Rajuli would love to see more people involved
 - Richard is happy to move forward and has put the rehearsal schedule on the planning group page. Richard also suggested moving the times from 10a-6p to 11a-7p.
- Melanie made a motion to accept Dawn's donation of \$3,000 to be used in the event of a deficit of ticket sales. Deb K 2nd the motion.

Debra B (Y) Dawn (A) Debra K (Y) Emily B (Y) Andrew (Y) Emily C () Dylan ()
Gabe () Melanie (Y)

- Dawn made a motion to restore the Wyndonshire Renaissance Faire to 2 days. Andrew 2nd the motion.

Debra B (Y) Dawn (Y) Debra K (Y) Emily B (Y) Andrew (Y) Emily C () Dylan ()
Gabe () Melanie (Y)

Recreation Coordinator Updates

Membership

- Not membership but we do have John coming to do his Senior Work Off with us and he may be interested in our internships afterwards.

Bingo

- We only had 7 people and prizes were lower than expected.
- We are going to check on advertising to make sure things are out there properly
- We made about \$30
- Deb B mentioned considering doing it once a month even after April
- We are going to look into an app to display the called numbers on the TV screen

Trivia

- We need 2 volunteers minimum
- Deb K, Deb B, and Andrew volunteered

Holiday Banners

- Banners were presented to the commission and they picked 2 options and they asked to do Sunbrella material if it was in the budget. (a cardinal and a snowman)
- We have quite a bit left over so they looked at skyline displays and discussed ordering 2, one for central street and 1 for front street.
 - They opted to do the plain option with a center wreath and purchase bows for them.
- If additional funds remain we will purchase some outdoor ornaments

Crafternoon-Recap

- Crafternoons went well and we brought in a profit of \$319.
- Working with the Painted Goat was difficult so we probably won't use them again
- The stained glass class was really popular and we will be holding something with them again next year.

Egg Filling

- Lots of date changes needed and official date is March 7th at 11am
- Melanie has said Cornerstone church would like to donate eggs again this year
- Andrew has let us know fidelity bank will be donating the candy this year as well

Adult Egg Hunt

- Snowbound has approved our usage of the hall but will not be donating drink tokens
- They will donate Brewfest tickets and tickets to their Halloween party.

Old Business

Binders

- Melanie brought up doing event binder and as a sample one was made for Trivia to see how they will look.

Spring/Summer Brochures

- These are great
- Only change needing to be made is the update to the Ren Faire as voted tonight

New Business:

Annual Rental Agreement Review

- Changed sections are highlighted.
 - Added option to rent and show movies through us.
 - Added sections regarding on site staff rate
- There were no questions or issues and this document is fine to move forward.

Minutes

- Dawn made a motion to accept the minutes from February 6, 2024 as presented. Deb K 2nd.

Debra B (Y) Dawn (Y) Debra K (Y) Emily B (Y) Andrew (Y) Emily C () Dylan ()
Gabe () Melanie (Y)

Financials

Town Budget Update

- Some of you may know but the Town is showing a \$3 Mil deficit as the draft budget was presented last week.
- While there is some room to change some requests there is a strong possibility that recreation doesn't get our requested funding or possibly even the funding we have been getting.
- When we know more I (Tiffany) will inform the board.

Other Business

Committee Comments/feedback

Melanie

- Had a question about the time of the Earth Day Clean up on the 21st because it was moved from Saturday to Sunday and many people attend church on Sunday
- Discussion was had and the time was decided to be 1pm-3pm

Andrew

- Brought up incentives for volunteers. Asked about rolling out Rec Bucks so people could use them towards merch or events and get something back for volunteering.
- A suggestion of maybe a punch card instead of rec bucks

Deb K

- Asked about ordering kids sweatshirts
- Tiffany mentioned the quote from DW Designs.
 - Asked to wait on the order of sweatshirts due to available funds and then asked about ordering the 1 sample for each the sweatpants, PJ pants, and tumblers and it was agreed upon.

Deb B

- Brought up bike rentals and thought to seek funding somehow. Andrew mentioned boating and looking into bikes too with no luck
- Tiffany mentioned in years past looking into it with cost being from \$2,000-\$5,000 for a system.
- CAC/HEAL mini grants were brought up for up to \$1,000. Info session on March 4th at 6pm-Senior Center and March 9th 11a-HUB
- Organization and inventory by Sue Polcari
 - Deb will follow up again to get that going

Adjourned 8:15 p.m.

Andrew made a motion to adjourn and Dawn 2nd

Debra B (Y) Dawn (Y) Debra K (Y) Emily B (Y) Andrew (Y) Emily C () Dylan ()
Gabe () Melanie (Y)

Approved:

Debra Bradley *Dawn Higgins* *Melanie*
Andrew *Emily Bradley*