

## North Hero Recreation Committee Meeting Minutes

February 2, 2016, 6:30 pm at the NH Town Office.

**Members Present:** Chip Porter, Carl Cocuzza, John Skutel, Mary Jo McCarthy, Sue Burton Kelley, Berney Skutel

**Absent:** Louise Gillette

Agenda Items	Actions
<p>1. New Agenda items to add: * see section 6 below.</p> <p>2. Approval of January 15, 2016 meeting minutes</p>	<p>2. Motion made by M.McCarthy to accept the January meeting minutes. Approved by all.</p>
<p>3. Ongoing Business:</p> <p>a. Discuss draft job descriptions for Summer Camp Directors and Coordinators. Reports were submitted and discussed by all. The job descriptions will be collated by J. Skutel and be included in the letters of intent to the various camp directors. C. Porter will send out the letters of intent to camp directors.</p> <p>b. Review Great Ice/Camp Ingalls Trek plans with addition of Ultimate Frisbee</p> <p>c. VYCC update from C. Porter</p> <p>d. March Dance series invoice</p>	<p>a. C. Porter made a Motion that J. Skutel will include the job descriptions in the letters of intent, at the same rate of pay as last year, to be sent to all the camp directors. The Motion was approved by all.</p> <p>b. Great Ice Festival was cancelled.</p> <p>c. No new information to report</p> <p>d. The invoice for dance instruction was submitted to the NH Select Board for payment.</p>
<p>4. Reports:</p> <p>a. Communications: letters, emails, phone</p> <p>1. J. Skutel shared that E. Pearson has requested the use of Camp Ingalls for a Village Players production in mid August.</p> <p>2. Mary Jo reported on a conversation with J. Restinghini, principal of NH School, about the Spring School Trip to Camp Ingalls. Information coming later.</p> <p>b. Treasure's Report</p> <p>c. Facilities: Long House window replacement</p> <p>J. Skutel reported information about the cost of window replacement at Camp Ingalls. We have budgeted in FY 15/16 to replace most of the windows in the Long House which at this time are dangerous and ill fitting. Work will be completed by mid June. More on this at the May meeting..</p>	<p>1. This item is tabled until the May meeting,</p> <p>b. C. Porter made a Motion to accept the Treasurer's Report submitted by S. Burton Kelley. Approved by all.</p>
<p>5. New Business:</p> <p>a. Two, NH P&amp;R term appointment requests</p> <p>b. Swim Program, Youth Assistants, School Liaison Directors ~ C. Porter will assume the role of Director for the Y Swim program. ~ C. Porter and C. Cocuzza will assume the roles of Co-Directors of the Youth Assistant Program. ~ Mary Jo McCarthy will assume the role of School Liaison</p> <p>c. Distribution of Summer Program flyers: ~ C. Cocuzza will distribute the Summer Program trifolds to all Island Libraries, Town Offices and Welcome Centers in mid February. ~ S. Burton Kelley and B. Skutel will copy and collate Summer Camp brochures. Mary Jo McCarthy will distribute these brochures to all Island schools during the week of February 8.</p>	<p>a. Motion was made by B. Skutel to reappoint C. Porter and M.J. McCarthy to the NH Parks and Recreation Committee and also to seek an alternate volunteer. Approved by all.</p>

<p><b>d. Review and discuss plan for May 7 Green Up Celebration and budget.</b>  ~ This event is scheduled for noon on Saturday, May 7.  ~ Menu: Dogs, Burgers, Chips, Cookies, etc.  ~ Informational Table set up to highlight NH P&amp;R programs  ~ Town truck parked at Camp Ingalls to collect Green Up Day trash  ~ B. Skutel will order two road signs and submit articles to Islander and FPF.</p>	
<p><b>6. New Agenda Items</b></p> <p><b>a. C. Porter requested \$ to provide Interpretive Tree signs for the kiosks at Camp Ingalls and Pelots Natural Area.</b></p> <p><b>b. Update on Background checks and Act 60 training for NH P&amp;R personnel. J. Skutel reported that since we are under the guidance of the Town of North Hero, the Background Check issue needs to be directed by the NH Select Board. B. Skutel reported that the Vt. State District Family Services office in St. Albans is willing to provide the necessary Mandated Reporter Training required in the new standards for Act 60. We plan to set this up in May for all Camp Personnel.</b></p> <p><b>c. Mary Jo McCarthy requested that we provide clear behavior expectations for summer camp participants and include these in our parent letters. She will draft a set of guidelines to be discussed at our May meeting.</b></p> <p><b>d. C. Porter expressed concern about possible critical issues that might arise when several committee members will be away during March and April.</b></p>	<p><b>a. Mary Jo McCarthy made the Motion to authorize \$250 to provide Interpretive Tree Signs for the Kiosks at Camp Ingalls and Pelots Natural Area. Approved by all.</b></p> <p><b>d. C. Porter made the Motion to authorize C. Cocuzza, Vice Chair, to make any emergency decisions, concerning camp personnel, until we resume meeting in May. Approved by all.</b></p>
<p><b>Mary Jo McCarthy made the motion to adjourn the meeting at 8:30 pm. Approved by all.</b></p> <p><b>** There will be no meetings in March or April. Our next meeting will be on Tuesday, May 3, 2016.</b></p>	