

Kittery Community Center Board of Directors
Regular Meeting January 16, 2019

Attending: Mike Downs, Brian Kilroy, Jean Lincoln, Jeff Pelletier, Mark Schremmer, Kent Stephens, Steve Workman, Kendra Amaral, Jeremy Paul, Barbara MacLeod

Excused: Maureen Convery

Absent: Eric Lemont

I. Call to Order, Welcome, and Introductions 6:02

New board member Brian Kilroy was introduced and welcomed.

II. Public Comment and Board Presentations

None

III. Consent Agenda

- a. BOD Minutes: Steve Workman proposed amendments to the minutes of the regular meeting of the Board on November 28, 2018.

Motion: Kent Stephens second Mark Schremmer, moved to accept amendments to the minutes of the regular meeting of the Board on November 28 2018. Name correction, nomination of Kristi Mathieson to serve another term as Chair, nomination of Eric Lemont to serve another term as Vice-Chair, Secretary to become a position that rotates through the board meeting by meeting, the Chair and the Town Manager being exempted from serving.

Yes	9	No	0	Abstained	0
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Results: Motion passes

Motion: Steve Workman second Mike Downes, moved to approve the VAC and YAC Minutes.

Yes	9	No	0	Abstained	0
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Results: Motion passes

IV. Action Agenda

Chair: Housekeeping items. Kristi suggested paperless meetings. No action taken.
Frequency of board meetings and schedule were discussed: it was agreed that this issue would be tabled until after the board retreat.
The rotating schedule of serving the role of secretary was discussed.
Chair requests from each acting secretary a digital copy of the minutes within one week from the date of the meeting concluded. Sequence for the next three meetings, to be scheduled: Jeff, Brian, Jean.

Chair asked for directors to participate in a rotating schedule for introducing events in the lecture series. Directors agreed. Schedule for the next four months is: February: Jeff; March: Kristi; April: Jean; May: Kent.

Consultant's report. Barbara offered an oral version of her report submitted to the directors prior to the meeting, essentially an overview of accomplishments over her first year and coming attractions. Highlights included the Bridge Project and the Seacoast Environmental Film Project. She announced future projects, including a Game Night with Diversions, Marvelous Marvin, Kittery children's author/illustrator Ryan Higgins, and a Singalong Family Movie Musical series. Biggest missed opportunity: not having a booth, collateral, and a leadership presence in the gym during the election.

Thanks were expressed to Barbara by the Chair and Steve Workman on behalf of the board.

GM Report: KCC Director Jeremy Paul offered an oral version of his report, submitted to the directors prior to the meeting. He gave accounts of meetings with the Parents Advisory committee in the aftermath of Dawn Jenkins' departure from the Eyes of the World Discovery Center Nature-Based Preschool. Kendra contributed to these accounts: the posture of the staff and town is to allow the parents "to talk about whatever they want to talk about". No parents or children have left the program, which is now only one part-time hire short of being fully staffed.

The new Program Guide should be out in February. Board expressed appreciation for all the creative new programming.

KCC Design Service Estimate: Discussion was held about the draft proposal from Chris Perkins of Weston & Sampson submitted to the directors prior to the meeting. Steve Workman offered background on the events that led to the realization that KCC needs a comprehensive design plan for our entire site. Supportive comments were expressed about Chris Perkins and his proposal. Questions were raised about how the project, which could run between \$44,000 and \$84,000, would be budgeted. Kendra: "It will definitely not be in the municipal budget for the coming year". Kent volunteered to discuss with Jeremy the possibility of the non-profit 501(c)(3) Supporting the Arts@KCC taking on the task of raising the money.

V. Board member announcements/comments. The scheduling and agenda of the board retreat were discussed. It was decided that the best agenda would be to finalize and ratify the still incomplete Strategic Plan, and to use the Strategic Plan as the platform for planning the work agendas of meetings of the BOD in the coming year. Given that, it was agreed that it would be best to hold the retreat in February, on Saturday the 16th. If that proves not to be possible, the next targeted date is Saturday, March 23rd, meeting to run from 9 am to 1 pm. Kent advocated that the retreat be held off-site, as on some occasions in the past. Jean volunteered to try to secure the clubhouse facility at Shepard's Cove. Kent volunteered to solicit a credentialed organizational development consultant to act as facilitator, so that Steve Workman can participate in the process as a director.

BOD meeting on February 20 is tentatively cancelled; if it proves not possible to schedule the retreat for February 16, regular BOD meeting will take place on February 13.

VI. Adjournment.

Meeting adjourned at 7:45 pm. Next meeting either February 13 regular time or February 16 retreat 9-1.