



Our vision is a healthy, vibrant community for all ages and interests.

Our mission is to provide multi-generational programs and services that contribute to personal wellbeing and the quality of community life.

Kittery Community Center Board of Directors
Approved Regular Meeting Minutes • December 8, 2021 • 6:00pm • Function Room KCC

In Attendance: Steve Workman, Bob Guay, Gerri Luke, Maribeth Girard, Jeremy Paul, Danielle Hoffman –
Notice Given: Rose Eppard, Jeff Pelletier, Mike Downs, Kendra Amaral - Guest: Steve Lubner

- I. **Call to Order at 6:04.** The required quorum of voting members was not present. The meeting continued as a Working Session.
- II. **Public Comment** - Steve Lubner introduced himself and expressed interest in becoming a member of the board. Members introduced themselves and welcomed Steve. Currently the Board has two open positions.
- III. **Modified Consent Agenda**
 - A. October 20, 2021 Meeting Notes-Approved as amended.
 - B. Reports & Committee Updates
 1. KCC Director's Report/Updates – December (see attached). In addition, Jeremy noted:
 - KCC will work with York Recreation to schedule games.
 - Ice Dance International is scheduled for January 24-31.
 - The program guide will be lighter in January due to the impact of COVID.
 - For the Harvest Luncheon, pick-up may be an option.
 - Renewals are going well.
 - The elevator is still down. We are waiting on a breaker replacement.
 2. VAC Meeting Notes/Updates – November (see attached). In addition, Gerri provided updates from December:
 - Current Morgan Gallery show has yielded \$1973 to-date. Price point is significant.
 - The Traip Show, Deck the Halls, will be displayed in April.
 - January–end of March 2022: “Boldly Looking Ahead” by Anita Loomis.
 - May-August 2022: “29 Mainers” by Erin Moore.
 - September–December 2022: Jim Ryan
 - Steve will talk with Faith regarding VAC developing a process for collaborating with artists and memorializing the displays.
 3. KAFB Meeting Notes/Updates – September (see attached). In addition, Jeremy noted:
 - Work is being done on field policies to best accommodate the considerable number of offerings.
 - Consideration is being given to have funds for Phase 3 put into the development of Memorial Field as a multi-use field.
 - There are ongoing discussions on how DPW will be covering the various maintenance needs of all the fields.
 - C. **Proposed Motion:** Because of lack of quorum, there was no motion.
- IV. **Chair's Update:** None
- V. **Discussion/Action Agenda**
 - A. Discussion: Open Gym Times and public feedback:
 - Jeremy is having ongoing discussions with parents.
 - A variety of groups want to rent.
 - Jeremy reported the current scheduling for a variety of regular activities.

- Staffing issues make it difficult to cover expanded hours.

B. VAC Artist Contract Reviewed: The Board recommended that the following be added: “VAC, at its sole discretion, may extend the time period for displaying the Artist’s work to a mutually agreed upon date.” Other recommendation included the use of consistent terms for what the document is, MOU or contract. At the next meeting we will plan to adopt the agreement with the recommended changes provided the Board has a quorum.

C. Election of Officers for One-year term starting January 1, 2022: Officer election will be moved to January for a vote.

D. KCC Master Plan Updates: No update.

E. KCC 10th Anniversary Celebration (May 2022) Update: Maribeth will provide report in January.

F. Capital Improvement Plan (CIP) Process FY 2022 Update:

- The proposed plan will be presented first to Town Council and then back to KCC staff.
- The proposed list includes fitness equipment, gym sound system, Star Theatre sound and light system, East Wing HVAC, outside doors.

G. Older Adult Programs & Services Committee: Steve will be scheduling the first stakeholder meeting.

H. Upcoming Meetings:

KCC Board	January 19 at 6:00pm	KCC
VAC	January 4 at 8:15am	KCC
KAFC	TBA at 6:15pm	KCC

VI. Board member announcements/comments:

- Bob recommended we put up signs requesting those interested apply to the open positions on the Board.
- Steve wished a happy holiday to the staff and thanked all members for their contributions to the Board.

VII. Meeting was adjourned.

Current Active Board Projects

- KCC Strategic Plan Progress Report
- KCC Rental Policy Revision
- Kittery Fields Use Policy Update (KAFC)
- KCC Board Bylaws Updates KCC 10th Anniversary Celebration (May 2022)