



**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 Regular Meeting

Meeting Minutes – May 17, 2023 - 6:00 p.m. - At KCC

In Attendance: Maribeth Girard, Steve Workman, Jeremy Paul, Rose Eppard, Danielle Hoffman, Leela Pahl, Celeste Bragg, Kathleen Starkey, Doug Basnett, Bob Uhlig and Iris Lin of Halvorson/Tighe & Bond Studio. Notice Given: Gerri Luke, John Pratt, Kendra Amaral

- I. **Call to Order at 6:03 p.m.** – Maribeth welcomed everyone and thanked Bob & Iris for conducting the public input session in April. Good turnout received excellent feedback & suggestions via e-mail. The meeting today would start with the presentation from Halvorson/Tighe & Bond who will present the OPCC (Opinion of Probable Construction Cost)
- II. **Public Comment & Board Presentations**
 - A. Discussion by members of the public - none
 - B. Presentation: Halvorson Tighe & Bond presented Potential Phasing Diagrams & Associated Opinions of Probable Cost. Phasing was presented in 5 Zones. Each Phase includes a 20% contingency for Construction & Design. Total project costs could decrease as we move through the process and the project is refined. The Master Plan will be completed with a 40-page summary. Grant potential & naming rights were discussed.
- III. **Modified Consent Agenda**
 - A. March 15, 2023, Meeting Notes – Approved unanimously.
 - B. Reports & Committee Updates
 1. KCC Director's Report/Updates – April (see attached).
 2. VAC Meeting Notes/Updates - April (see attached). In addition, discussion of moving the donor wall, additional signage and requesting of a storage cabinet for VAC use.
 3. KAFC Meeting Notes/Updates – none
 4. Town DEI Committee Updates – April (see attached)
 - C. **Proposed Motion:** Steve moved that the board accept the consent agenda. Celeste seconded the motion. The consent agenda was unanimously accepted.

- IV. **Chair's Update** – Maribeth welcomed Doug as a new Board member. Updated the board on the first Performing Arts Committee (PAC) meeting. Discussion involved cross collaboration and identifying community partners, marketing & branding the Star Theater and breaking down and revisiting rentals.
- V. **Discussion/Action Agenda**
- A. Jeremy presented a draft copy of the Facility Use Policy and Rate Sheet for the KCC. He requested the Board review for the June meeting as he would like to have it approved and voted on so they can begin using it.
 - B. Yarn Bomb tree requested by the VAC was accepted and agreed upon by the Board, with a second tree for the youth program approved.
 - C. Celeste polled the Board on their opinions regarding the Town of Kittery's Climate Action Plan. Questions asked were what do you like about Kittery? What is Kittery doing right in regard to Climate Action and what is the biggest climate related impact that our community will experience?
 - D. Steve had the edited artist contract with some minor adjustments which the board agreed could be accepted without another vote as the board agreed to give permission to Steve, Gerri and Maribeth to make the required changes at the February meeting.
- VI. **Board member announcements/comments – none**
- VII. **Upcoming Meeting Schedule – (See Below)**
- VIII. **Adjourn:** Steve moved that we adjourn. Celeste seconded the motion. The meeting was adjourned at 7:27 p.m.

Current Active Board Projects

- KCC Strategic Plan Progress Report
- Kittery Fields Use Policy Update (KAFC)
- KCC Board Bylaws Updates
- KCC Programming Evaluations

KCC Board	June 21 at 6pm	KCC
VAC	June 6 at 5:30pm	KCC
KAFC	TBA at 6pm	KCC
PAC	June 7 at 2:30pm	KCC