



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 Meeting Minutes • October 20, 2021, • 6:00pm • Function Room KCC

In Attendance: Steve Workman, Bob Guay, Gerri Luke, Rose Eppard, Jeff Pelletier, Maribeth Girard, Mike Downs, Jeremy Paul, Danielle Hoffman – Perspective Board member

Notice Given: Kendra Amaral

I. Call to Order at 6:03 pm

II. Public Comment & Board Presentations - none

III. Modified Consent Agenda

A. September 15, 2021, Meeting Notes-Approved as amended.

B. Reports & Committee Updates

1. KCC Director's Report/Updates – September (see attached). In addition, Jeremy noted:
 - Coaches were refunded their child's participation as needed.
 - Taste of Kittery was successful with 409 tickets sold. A wrap-up meeting will be held tomorrow to include discussion of possibly making this an annual event.
 - For the Halloween Celebration, KCC is partnering with PNSY MWR program for the eighth year. Civic groups will be attending.
 - STAR 2022 calendar is evolving. Seacoast Rep will add a Teen show on Labor Day.
 - Attendees at the Harvest Luncheon will be required to wear masks.
 - Since Val will be on maternity leave in January/February, the goal is to complete planning for next year by December 13th.
 - KCC Basketball: we are coordinating with the Kittery Travel Basketball group. K-8 will play on weekends and transition to Pee-Wee basketball in 2022.
 - With current programming it would be difficult to move any further programs from the gym to upstairs.
2. VAC Meeting Notes/Updates – (most recent notes not available – see attached September notes) In addition Rose noted:
 - Current exhibit has sold more pieces than any previous exhibits. Attributed to price point.
 - In May, 29 Mainers exhibit will most likely include community talks.
 - VAC is considering the positioning of the Walking Track posters.
 - The grant has arrived and brings the VAC account up to \$3400.
 - Exhibiting artist contract will be presented to KCC Board for final approval.
 - Hall murals were discussed. Original intent was to rotate murals. Rose will bring this back to VAC. The Board recommended that a procedure for documenting and preserving of murals be defined by VAC.
3. KAFC Meeting Notes/Updates – Meeting was not held. Mike did report:
 - Emery Field and grant application were discussed.
 - Plan for Phase II will be discussed at the next meeting, Nov. 15.
 - Field Maintenance issues were discussed.

C. **Proposed Motion:** Gerri moved that the board accept the consent agenda. Maribeth seconded the motion. The motion was unanimously accepted (7 votes). The Consent Agenda was adopted.

IV. Chair's Update

- Town Council has yet to act on Danielle Hoffman's status as a Board member. It will be brought to next Town Council meeting.
- Steve has spoken with Susan Johnson, Director of Experiential Learning at Traip. He shared the needs of both the VAC and KAFC committees. Consideration is being given to youth participation in the school department's Vision for the future. The students will be involved with KCC committees and serve as facilitators between the school and KCC committees.
- At our next meeting, the slate of officers will need to be voted on to start as of January 1. Mike Downs has announced that he will be stepping down from the Board at the end of the year.
- Since Steve will be traveling in November, the decision was made to skip the November meeting and move the next meeting to December 8.

V. Discussion/Action Agenda

- A. KCC Master Plan Updates – Kendra is scheduling a meeting to discuss.
- B. KCC 10th Anniversary Celebration (May 2022) Update – No update available. Maribeth will be working on a list of activities. These will be discussed at our December meeting.
- C. Capital Improvement Plan (CIP) Process FY 2022 process & update
- The plan will be over a 5-year period.
 - The list will include the athletic fields, fitness equipment, kitchen equipment and the theatre sound system equipment.
 - The plan is usually due by November 10. The Board will not see it until the December meeting.
- D. Older Adult Programs & Services Committee Development Process
- Steve reviewed the data from September Older Adult survey. (See attached)
 - The Board will use the survey to establish committee.
 - Steve will contact outside groups to determine interest. Initial scoping meeting with service providers and stakeholders will be scheduled via Zoom.
- E. Upcoming Meetings:

KCC Board	December 8 at 6:00pm	KCC
VAC	November 2 at 8:15am	KCC
KAFC	November 15 at 6:15pm	KCC

VI. Board member announcements/comments

- Rose inquired about the community refrigerator. A brief discussion followed. Bob recommended that a sign be posted regarding trash/litter and expired food.
- Bob proposed we consider applying for further grants since the 2021 grant was easy to obtain.
- Rose recommended we apply to the Fabulous Find for support. We have received support from them in the past. Jeremy will investigate this further.

VII. Adjourn: Bob moved, and Rose seconded that we adjourn.

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)