



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.

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**Kittery Community Center Board of Directors**  
**Approved Meeting Minutes • January 19, 2022 • 6:00pm • Remote Meeting on Zoom**

**In Attendance:** Steve Workman, Bob Guay, Gerri Luke, Maribeth Girard, Jeremy Paul, Rose Eppard, Jeff Pelletier, Kendra Amaral. **Absent:** Danielle Hoffman

**I. Call to Order at 6:01**

**II. Public Comment & Board Presentations – none**

**III. Modified Consent Agenda**

**A.** October 20, 2021 Meeting Notes-Approved as Amended

**B.** December 8, 2021 Meeting Notes - Approved

**C.** Reports & Committee Updates

1. KCC Director's Report/Updates – January – (See Attached)

- 2022 has started off slow due to COVID.
- The Ice Rink developed leaks which the staff had to address prior to opening.
- Ice Dance International is scheduled to come in next week.
- The basketball season has concluded with 166 kids involved.
- Kyle and Jeremy will cover for Val while she is on maternity leave.
- The summer guide is in the planning process. The Shipyard will be involved as it has in the past. Summer Camps will be programmed weekly. We are trying to gauge middle schoolers' interest.

2. VAC Meeting Notes/Updates

- VAC voted to move meeting times to 5:30p.m. The meeting remains first Tuesday of the month.
- Joyce Amand show was the most lucrative show ever with sales of \$4143. \$723.30 will go towards VAC balance.
- Betsy Wish is working on the Kittery Cookbook. Unclear yet as to where the display will be shown as the Morgan Gallery is booked for a September-December show.
- The Traip Art Show will consist of 3-D art. We will attempt to accommodate the displays. It is unclear how we might be able to do so. It was suggested we consider using the old Trophy case.

3. KAFC Meeting Notes/Updates

- Mike Downs term ended 12/21. He has stepped down as Chair.
- Steve will be serving temporarily as Chair.
- Steve will be meeting with a perspective new member.
- It was suggested that we consider Co-Chairs to lessen the work on one individual.

**D. Proposed Motion:** Rose moved that the board accept the consent agenda. Kendra seconded the motion. The Consent Agenda was accepted unanimously.

**IV. Chair's Update**

- Steve noted it would be beneficial to have a listing of all outdoor activities' sites: name, location, uses. The list then could be posted along with a photo and limited description on the town website.
- KAFC has a field inventory to start such a list and could lead this effort.
- A current member of KAFC is interested in Chairing the committee.

**V. Discussion/Action Agenda**

**A.** Election of Officers for One-Year Term January 1 – December 30, 2022

- The following slate of officers was presented:

Steve Workman, Chair

Maribeth Girard, Vice Chair

Gerri Luke, Secretary

Jeremy Paul, KCC Representative

- Gerri moved the slate be accepted. Bob seconded the motion. The slate was approved unanimously.

**B. VAC Business**

- Steve reformatted the VAC contract and suggested slight edits. He also recommended that we empower VAC to work directly with him if they wanted to make any minor edits. Kendra moved that the board approve the revised VAC Artist Contract while allowing VAC to work directly with Steve if they had any slight edits. Rose seconded the motion. The motion to approve the VAC Artist Contract as revised was approved unanimously.
- The Mural Project was discussed. VAC suggested a design contest be run to increase artist involvement and that the effort be led by the Board. This suggestion will be taken under consideration.
- The diversity art show, Erin Moore's 29 Mainers, will be run May-August. A program is currently being developed to include a round table discussion and entertainment. This effort would be led by Germaine Moore and Najee Brown. Food and drink would be served with any COVID guidelines taken into consideration.

**C. Preschool Program Update**

- Superintendent Waddell confirmed the town had received a State Grant for preschool start-up.
- KCC is being considered as a location. Two to four rooms will be needed.
- Kendra recommended we also reconsider daycare at the KCC. Currently, the Town is talking with White Pines to take over running the program. Kittery residents would be given priority.

**D. Staffing Re-alignment Plan for KCC: Kendra and Jeremy are discussing shifting responsibilities for the staff. Nothing has been decided.**

**E. KCC Master Plan Update: none**

**F. KCC 10th Anniversary Celebration (May 2022) Update:**

- The staff is considering the list of events.
- May 10<sup>th</sup> is being targeted for a Spaghetti Dinner.
- A 375<sup>th</sup> Gala is being considered. The targeted date would be May 14.
- The celebration theme: *KCC 10<sup>th</sup> Anniversary: It's About Community*

**G. Capital Improvement Plan (CIP) & Budget FY 2023**

- The CIP and Budget FY 2023 are still being finalized. Kendra did report that all items submitted by the KCC are going forward.
- Bob requested that the list of items be sent to the Board. Our By-laws do indicate that the Board is to review and support the KCC Budget.

**H. Older Adult Programs & Services: Steve is targeting February 7 for a zoom meeting with service providers.**

**I. Upcoming Meetings:**

KCC Board	February 16 at 6:00pm	Zoom
VAC	March 1 at 5:30pm	Zoom
KAFC	January 31 at 6:15pm	Zoom

**VI. Board member announcements/comments - none**

**VII. The 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)