

# ***Franklin Recreation Meeting December 12, 2016***

**Participants:** Bridget Thompson, Stephanie Ho, Nicole Tatro, Bridgette Favreau, Brady Giroux, Jes Alexant

Bridget Thompson called meeting to order at 7:06.

The draft meeting minutes from December 5 were updated to include how the field maintenance responsibilities will be shared between the School and the Recreation Department. Bridget motioned to approve the updated meeting minutes. Nicole seconded. The motion passed.

The Treasurer was happy to announce that the Franklin Recreation Department received a gift of \$1000 from Hugh Gates. Bridget motioned to approve this report. Stephanie seconded. The motion passed.

## **Public Comment**

Vanka Menard has been invited to share her fundraising experience with the Recreation Department. She will attend a meeting in January.

Brady provided an update about Little League. Registrations will go out on January 3, to be returned in early February. Franklin needs to have their own registration form. Discussion about a player code of conduct as well as a clear chain of command for any issues that arise. The Franklin Representatives on the Northwest Little League Board will be invited to a meeting in January.

## **Old Business**

**2017 Budget :** Lisa was unable to attend the meeting, she was invited to attend the next meeting instead. The insurance underwriter provided a list of insurance costs that need to be included in the budget. The budget draft was updated with this information as well as funds for possible travel expenses.

Discussion about how do we thank people who support us with donations.

**Plan for meeting at Carriage House/Homestead:** The Recreation Department will be meeting at the Franklin Carriage House at 6 p.m. on Monday, December 19. The Board reviewed the invitation. Once the location is confirmed, the invitation will be shared with Franklin Residents.

Discussion about possible activities that could be held at the Homestead.

## **New Business**

**Draft Recreation Director Job Description:** A draft job description including duties and a suggested list of qualifications was created.

**Winter Event Planning:** Discussion about activities that could be offered at a winter event.

Meeting adjourned at 9:14.