

Minutes of Meeting
Wheatland Recreation and Cultural Commission
January 14th, 2013

Members present: Mark Turner, Cheryl Marginean, Scott Birnie, Kerry Krenzer and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings

Absent: Recreation Director Donna Fitzgerald and Councilman Henry Williams

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:00PM.

Diane stated that Donna was ill and Councilman Williams had another meeting to attend.

Cheryl Marginean arrives at 7:03pm

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of November 26th, 2012, seconded by Scott Birnie, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings:

Summary report:

Diane passed out a Program summary report for the Flashlight Candy Cane hunt previously held December. This was a community led event by various organizations. The Main Street committee hung large candy canes on posts leading to Johnson Park for the hunt. The Christmas tree lighting held in front of the municipal building had over 200 people in attendance. It is believed the majority of those residents then went to Johnson Park for the Candy cane hunt and refreshments provided by both Recreation and the Lions club.

Incoming Expense vouchers:

Previously submitted to Town Board for payment

Penny Lane Printing	\$365.68	Pennysaver inserts
Chase charge card		
Walmart	\$81.08	Candy cane hunt
Party City	\$16.99	Table covers for candy cane hunt

Winter program status:

(The following status report has been updated since meeting)

2013 Winter program updates			
Program name	Start date	Minimum needed	Registrations
Low Impact aerobics	1/14	5	5
Kinder Corner	1/15	4/session	4
Total body conditioning	1/17	5	4
Indoor soccer	1/22	35	21
Power Vinyasa Yoga	1/23	6	0
Adult Indoor Soccer	1/28	12	2
Karate	1/28	5	3
Co-Ed basketball	1/30	10	7

Men's basketball	1/30	10	5
Kettle bell workout	1/30	6	1
Low impact for seniors	1/30	8	0
One stroke painting	1/31	5	3
Gentle Yoga	2/4	6	3
Retirement seminar	2/27	5	1
Lifeguard training	2/19	5	0
Group swim lessons	4/8	30	16
Lap swim	4/8	6	2
Parent child lessons	4/9	4	1
Family swim	4/9	3	0
Water walking	4/9	6	1
Private swim lessons	4/10	15	10
Intro to horseback riding	4/13	No min.	3

Diane also reported that both Donna and she are working on an improved way to submit program proposals to the Commission. Mark Turners suggested that perhaps spacing out the proposals over a few meetings may be beneficial. Also, at Mark Turners request, they are working on a summary to show the drive to more of a usage fee based approach and. reducing the level of town investment.

Old business:

No old business

New business:

Elect Vice-Chairperson

The Commission unanimously agreed to have Edd Kuhn return to the position of Vice-Chairperson. Scott Birnie made a motion, seconded by Cheryl Marginean, unanimously approved and motion carried.

Town board report:

Diane should report on the status of the winter programs.

Other Business:

Edd told the commission that there was a Summerfest meeting Wednesday Jan. 16th at Johnson Park-6pm for anyone who was interested in attending

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 7:30PM.

Next regular meeting to be held
Monday, Feb. 25th, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
February 25, 2013

Members present: Mark Turner, Kerry Hallock, and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald
and Councilman Henry Williams

Absent: Scott Birnie, Cheryl Marginean

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:03PM.

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of January 14, 2013, seconded by Kerry Hallock, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers:

Be-Mar	\$ 92.00	roller skate rental
Monique Viola	\$ 10.00	Zumbatomic
Ed Mycek	\$ 15.00	Retirement seminar refund-class cancellation
Charlene Birnie	\$300.00	Lifeguard training
American Red Cross	\$248.00	Certification cards

Previously paid vouchers:

Renee Thompson	\$ 33.00	indoor soccer refund
Linda Burns	\$ 75.00	Kettle Bell refund-class cancellation
Marilyn Randall	\$130.00	One stroke painting refund-class cancellation
Linda Turner	\$130.00	One stroke painting refund-class cancellation
Tracy Miceli	\$130.00	One stroke painting refund-class cancellation

Winter program updates:

Diane passed out an updated number for programs.

Kettle Bell, One stroke painting, Retirement seminar, Low-impact for seniors were cancelled.

Kinder Corner a new program has been successful but remains small numbers.

Winter recess status report:

Roller-skating had 23 skaters

Zumbatomic is a new program that we introduced during winter recess.

Program proposals: to be added to minute book

Kerry Hallock made a motion to approve the Zumbatomic proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.

Edd Kuhn made a motion to approve the spring recess Zumbatomic proposal as written, seconded by Kerry Hallock, unanimously approved and motion carried.

Kerry Hallock made a motion to approve the Volleyball camp proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.

Kerry Hallock made a motion to approve the Easter Party proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.

Edd Kuhn made a motion to approve the spring recess Bingo with seniors' proposal as written, seconded by Kerry Hallock, unanimously approved and motion carried.

Edd Kuhn made a motion to approve the spring recess Rollarskating proposal as written, seconded by Kerry Hallock, unanimously approved and motion carried.

Diane also discussed complaints she has received from some of the local residents not knowing about programming because they either do not receive the pennysaver or were unaware of the insert. A log of complaints is not being maintained for future information.

Old business:

Year over year comparison:

Donna passed out an informational sheet she created focusing on the new programs that have been offered since fall of 2012.

Donna also passed out a year over year comparison charts that were created with data from 2010 to 2012. The charts reflect the towns participants per year, number of programs run per year, town investment per year as well as investment by participants. Mark and Donna are going to tweak the charts a little bit so they are more understandable and Mark will make a presentation to the Town Board at the April 4th meeting.

New business:

Town board report:

Diane should highlight key programs and the intent of a presentation at the April meeting.

Other Business:

Diane and Donna told the commission that Johnson Park will start on July 1st this year.

Adjournment:

There being no further business, Edd Kuhn made motion to adjourn the meeting at 8:20.

Next regular meeting to be held
Monday, March. 25, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
March 25, 2013

Members present: Mark Turner, Kerry Hallock, Cheryl Marginean and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings

Absent: Scott Birnie

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:10PM.

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of February 25, 2013, seconded by Edd Kuhn, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers:

Helen Bilak	\$400.00	Low impact instruction; Total body conditioning instruction
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Chase purchases

Walmart	\$76.12	Easter party
Oriental Trading	\$57.17	Easter party

Winter program updates:

Diane passed out an updated number chart for the various winter programs, including winter recess. Diane stated that next month the chart should be more reflective of program summaries with programs starting to come to an end.

Diane also discussed Gentle yoga and continuing the program immediately following the current session. Mark suggested getting a feel for what the participant's would prefer regarding the length of the summer session.

Old business:

Year over year comparison:

Mark Turner will make a presentation to the Town Board at the Town Board monthly meeting on April 4th, 2013.

New business:

Town board report:

Diane should report on the success of the Easter party.

Adjournment:

There being no further business, Kerry Hallock made motion to adjourn the meeting at 7:45PM.

Next regular meeting to be held
Monday, April. 22, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings, Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
May 20, 2013

Members present: Mark Turner, Kerry Hallock, Cheryl Marginean, Scott Birnie and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Call to Order, Roll Call:

Edd Kuhn called the meeting to order at 7:01 P.M.

Mark Turner arrived at 7:02 P.M.

Approval of Meeting Minutes:

Scott Birnie made a motion to approve the meeting minutes of April 22, 2013, seconded by Cheryl Marginean, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers:

Monique Viola	\$360.00	zumbatomics
Peter Versteeg	\$300.00	Volleyball instruction
Helen Bilak	\$400.00	Low impact/total body conditioning

Previously paid:

Christina DeStounis	\$ 90.00	Water walking instruction
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Johnson Park Safety plan:

Diane showed the Commission the 2013 Safety plan for Johnson Park. The only changes made were the field trip appendix and the chain of command list.

Scott Birnie made a motion to approve the Johnson Park safety plan, seconded by Kerry Hallock, unanimously approved and motion carried.

Diane told the Commission that Andy Rabjohn, who has been employed with the recreation program for three years, is now an EMT. His qualifications are the same as the Health director and he would be the perfect match to fill in on the days Michelle needs to leave camp early. He would be the Health director assistant. Diane would like to promote Andy to a recreation assistant step one at a rate of \$8.24.

Edd Kuhn made a motion to approve the promotion, seconded by Cheryl Marginean, unanimously approved and motion carried.

Diane reported that the summer 2013 fliers have been posted on the Towns website, were in the Wheatland Chili School District electronic newsletter on May 17. Will go home with TJ Connor students on May 21, and will be Penny saver inserts the weekend of May 25.

Diane informed the commission that Dan Harmon who has run our flag football program for several years has stepped down. Dennis Nothnagle is willing to take the program over. With the change in the program coordinator, flag football was unable to be in the summer flier. The program starts in Sept. and it was discussed to have our 2013 fall programming proposals by the July meeting.

Old business:

No old business.

New business:

Mark Turner stated that John Glavin approached him regarding a orchestra concert at Freeman Park. Further investigation will be needed for prices, needs for sound, etc.

Town board report:

Diane should report summer line up and fliers.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 7:30 P.M.

Next regular meeting to be held
Monday, June. 24, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings,
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
May 20, 2013

Members present: Mark Turner, Kerry Hallock, Cheryl Marginean, Scott Birnie and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Call to Order, Roll Call:

Edd Kuhn called the meeting to order at 7:01 P.M.

Mark Turner arrived at 7:02 P.M.

Approval of Meeting Minutes:

Scott Birnie made a motion to approve the meeting minutes of April 22, 2013, seconded by Cheryl Marginean, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers:

Monique Viola	\$360.00	zumbatomics
Peter Versteeg	\$300.00	Volleyball instruction
Helen Bilak	\$400.00	Low impact/total body conditioning

Previously paid:

Christina DeStounis	\$ 90.00	Water walking instruction
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Johnson Park Safety plan:

Diane showed the Commission the 2013 Safety plan for Johnson Park. The only changes made were the field trip appendix and the chain of command list.

Scott Birnie made a motion to approve the Johnson Park safety plan, seconded by Kerry Hallock, unanimously approved and motion carried.

Diane told the Commission that Andy Rabjohn, who has been employed with the recreation program for three years, is now an EMT. His qualifications are the same as the Health director and he would be the perfect match to fill in on the days Michelle needs to leave camp early. He would be the Health director assistant. Diane would like to promote Andy to a recreation assistant step one at a rate of \$8.24.

Edd Kuhn made a motion to approve the promotion, seconded by Cheryl Marginean, unanimously approved and motion carried.

Diane reported that the summer 2013 fliers have been posted on the Towns website, were in the Wheatland Chili School District electronic newsletter on May 17. Will go home with TJ Connor students on May 21, and will be Penny saver inserts the weekend of May 25.

Diane informed the commission that Dan Harmon who has run our flag football program for several years has stepped down. Dennis Nothnagle is willing to take the program over. With the change in the program coordinator, flag football was unable to be in the summer flier. The program starts in Sept. and it was discussed to have our 2013 fall programming proposals by the July meeting.

Old business:

No old business.

New business:

Mark Turner stated that John Glavin approached him regarding a orchestra concert at Freeman Park. Further investigation will be needed for prices, needs for sound, etc.

Town board report:

Diane should report summer line up and fliers.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 7:30 P.M.

Next regular meeting to be held
Monday, June. 24, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings,
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
June 24, 2013

Members present: Mark Turner, Kerry Hallock, Cheryl Marginean, Scott Birnie and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:02 P.M.

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of May 20, 2013, seconded by Scott Birnie, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers: previously submitted

Penny Lane Printing	\$365.68	summer penny saver inserts
Collamer Jones	\$259.20	karate instruction

Summer program updates:

- Johnson Park currently has 59 kids enrolled
- Before care program has 9 and the aftercare program has 13
- Power yoga was cancelled due to not meeting the minimum required
- Gently yoga has 6 signed up for the spring session and 2 for the summer session with the anticipation that currently enrolled participants will also join the summer session.
- WSI training has no registrations
- Group swim lessons currently has 13 signed up
- Ice cream social has no registrations

Diane addressed the commission on a Basketball tournament during the summer fest sponsored by Wheatland Recreation. Kerry Hallock made a motion to approve the tournament, seconded by Edd Kuhn, unanimously approved and motion carried. (Proposal will be added to the minute book)

2014 Budget

Diane and Donna will be meeting to prepare the budget for the year 2014. Donna did address the Commission on the protocol for recreation employee raises.

Old business:

Band

Mark Turner reported on information previously discussed regarding the equipment needed for an orchestra concert suggested by John Glavin. The staging/equipment to host this type of band is out of the reach of budgeting.

Cheryl Marginean arrives at meeting.

New business:

Town board report:

Diane should report on the summer program status and the basketball tournament.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:00 P.M.

Next regular meeting to be held
Monday, July 22, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings,
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
July 22, 2013

Members present: Kerry Hallock, Edd Kuhn and Scott Birnie

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Members absent: Mark Turner and Cheryl Marginean

Call to Order, Roll Call:

Edd Kuhn called the meeting to order at 7:03 P.M.

Approval of Meeting Minutes:

Scott Birnie made a motion to approve the meeting minutes of June 24, 2013, seconded by Kerry Krenzer, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers:

Lindsay Berman	\$432.00	yoga instruction
Clubhouse Fun Center	\$700.75	Johnson Park field trip
Petty Cash-Diane Jennings	\$ 13.25	Johnson Park supplies
Chase charge card	\$ 24.65	Johnson Park supplies

Summer program updates:

Johnson Park

- Diane announced that before the first week of Johnson Park Camp ending, the camp was at capacity with 80 campers.
- After communicating with Monroe County Health Dept. a new permit was issued to increase the camp to 90 campers.
- Currently have 87 campers enrolled.
- The Johnson Park staff currently is waiting for their second inspection to occur.
- They had one injury that required six stitches and proper protocol took place by writing an accident report and submitting to Monroe County Health Dept. within 24 hours of the occurrence.

WSI training:

Currently, no one has signed up for the WSI class. Michelle Ingerick is going to contact American Red Cross to inform them of the class.

Fall Program Proposals:

Donna and Diane created new forms for program proposals in the hopes that approval for ongoing proposals can be handled in a timelier manner during meetings. All program proposals will be added to the minute book.

<u>New</u>	<u>Swim</u>	<u>Ongoing</u>
Adult Art Class	Family Swim	Flag football
	Parent child swim	After school Karate
	Group swim lessons	Indoor soccer
	Lap swim	Adult indoor soccer
	Water walking	Total body condition
	Private swim lessons	Gentle yoga
		Power vinyasa yoga
		Co-Ed basketball
		Men's basketball

Donna stated that a few more details need to be worked out regarding a trip to Batavia Downs for seniors.

Kerry Hallock made a motion to approve all of the Fall program proposal with the following amendments: Changed registration fee for Total body conditioning from \$120.00 per person for two classes to \$60.00 for one night and \$110.00 for two nights per week, seconded by Scott Birnie, unanimously approved and motion carried.

Scott Birnie made a motion to approve \$370.00 cost for Pennysaver inserts advertising the fall programs, seconded by Kerry Hallock, unanimously approved and motion carried.

Old business:

Diane passed out copies of the budget and memos that were handed in to the budget officer for the year 2014.

New business:

Town board report:

Diane should report on the success of the Johnson Park camp.

Adjournment:

There being no further business, Kerry Hallock made motion to adjourn the meeting at 8:12 P.M.

Next regular meeting to be held
Monday, Aug. 26, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
September 23, 2013

Members present: Mark Turner, Kerry Hallock, Cheryl Marginean, and Edd Kuhn

Members absent: Scott Birnie

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:01 P.M.

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of July 22, 2013, seconded by Cheryl Marginean, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers previously paid:

Bounce it out	\$ 450.00	field trip
Seabreeze	\$1712.00	field trip
Jennifer Cole	\$ 26.00	partial swim refund from summer program
Diane Jennings	\$ 16.90	JP supplies
J-B Sportswear	\$ 36.00	additional staff shirts
Wickham Farms	\$ 323.25	field trip
Marilyn Johnson	\$ 313.77	bus driver fees
Penny Lane	\$ 365.68	advertisement
WCCS	\$ 423.50	bus lease

Johnson Park report:

Diane passed out the following Johnson park report:

2013 Johnson Park Program

88 Participants

Total collected from registrations: \$ 9626.00

Total collected from field trips: \$ 3578.00

Total Collected \$ 13204.00

Total expenses - \$ 14178.34

Net Profit/ (Loss) (\$974.34)

<i>Field trips:</i>	<i>Total collected</i>	<i>Total cost</i>	<i>Difference</i>
<i>Movies 1</i>	\$ 130.00	\$ 75.00	+\$ 55.00
<i>Movies 2</i>	\$ 96.00	\$ 56.00	+\$ 40.00
<i>Clubhouse</i>	\$ 700.00	\$ 700.75	-\$.75
<i>Bounce it out</i>	\$ 504.00	\$ 450.00	+\$ 54.00
<i>Seabreeze</i>	\$1836.00	\$1712.00	+\$124.00
<i>Wickham Farms</i>	\$ 312.00	\$ 323.25	-\$ 11.25
<i>Totals</i>	\$3578.00	\$3317.00	\$ 261.00

Expense totals:

Field trips	\$ 3317.00
Bus lease	\$ 423.50
Bus driver fee	\$ 313.77
Payroll	\$9682.53
Misc. expenses	\$ 283.29
<u>Staff shirts</u>	<u>\$ 158.25</u>
Total	\$14178.34

2013 Johnson Park Before and After Care

Before Care 1 hour prior to start of camp—11 participants

After Care 2 hours following end of camp—17 participants

Total collected for before care:	\$ 330.00
<u>Total collected for after care:</u>	<u>\$1020.00</u>
Total collected:	\$1350.00
<u>Minus payroll:</u>	<u>\$1327.45</u>
Net Profit/ (Loss)	<u>\$ 22.50</u>

Donna passed out the results of the Johnson Park survey that was passed out during the last week of Johnson Park camp. Survey will be included in the minute book.

Fall Program updates:

Karate:

- Starts Tuesday Sept. 24
- five kids are registered-four are new
- Wendy Buckland is the new instructor

Indoor soccer: has 21 registered

Flag football

- 21 registered
- Most kids to date, almost half are from TJ Connor
- Dennis Nothnagle is the new instructor

Total body Conditioning: nine registered (3) for one day per week and (6) for two days per week

Basketball: (8) for Co-ed and (3) for men's

Adult indoor soccer: (3) registered

Power Yoga: (1) registered-cancel program

Gentle Yoga: (9) registered-three are band new

Swim:

- Private swim full
- Group swim has 23
- Parent/child has 3
- Family swim has 2
- Water walking has 3
- Lap swim has 8

Old business:

Summerfest basketball tournament was cancelled due to lack of registrations.

New business:

Town board report:

Diane should report on the Johnson Park report as well as the survey feedback. Report on the fall programs offering 16 programs and due to participation running 14 of them.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 7:55 P.M.

Next regular meeting to be determined.

Respectfully Submitted,

Diane Jennings,
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
October 16, 2013

Members present: Mark Turner, Cheryl Marginean, and Edd Kuhn

Members absent: Scott Birnie & Kerry Hallock

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:00 P.M.

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of Sept. 23, 2013, seconded by Cheryl Marginean, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings:

Incoming Expense vouchers:

Christine Destounis \$90.00 water walking instruction

Fall Program updates:

Power yoga ended up meeting the minimum required in order to run classes.
Indoor soccer currently has 33 registered, lower number than in past years.

2014 Budget update:

Diane passed out the tentative budget for 2014.

Budget Category	Budgeted 2013	Tentative budget for 2014	Currently for 2013-Sept. 30
A7310.1 (payroll)	\$35,000	\$38,000	\$26,053.63
A7310.4 (expenses)	\$15,116	\$15,730	\$11,049.45
A2001 (revenue)	\$29,140	\$31,900	\$34,195.00

Program proposals:

- Cheryl Marginean made a motion to approve the **water walking** proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.
- Edd Kuhn made a motion to approve the **Adult lap swim** proposal with the following amendments: change registration fee to \$30.00 (instead of \$25.00), change minimum number to 8 (instead of 6), seconded by Cheryl Marginean, unanimously approved and motion carried.

Old business:

Donna informed the Commission on a wellness kick-off that we will be working on to promote "Wellness in Wheatland". We will be highlighting our recreation programs that promote wellness as well as have additional vendors.

New business:

Town board report:

Diane should report on the swim program and the Wellness in Wheatland.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 7:40 P.M.

Next regular meeting
November 25, 2013
7:00 PM

Respectfully Submitted,

Diane Jennings,
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
November 25, 2013

Members present: Mark Turner, Kerry Hallock, Cheryl Marginean, Scott Birnie and Edd Kuhn

Also present: Recreation Coordinator Diane Jennings, Recreation Director Donna Fitzgerald

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:01 P.M.

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of Oct. 16, 2013, seconded by Kerry Hallock, unanimously approved and motion carried.

Public before the Board:

No public before the board

Coordinator's Report presented by Diane Jennings

Incoming expenses:

Collamer-Jones	\$337.50	Karate instruction
Christine Destounis	\$ 90.00	Water walking instruction
Kathy Merritt	\$480.00	Power Yoga instruction
Helen Bilak	\$575.00	Aerobic instruction

Diane reported that Flag football was in the Genesee Valley Pennysaver under the brighter side for a job well done.

Program Proposals:

Diane informed the commission that Supervisor Dobson has asked all town departments to look into raising fees for the year 2014.

(Individual proposals will be added to minute book)

- Kerry Hallock made a motion to approve the **swim program** proposals with the following amendments:
 1. Keep parent/child classes at \$40 registration fee
 2. Increase private swim fee to \$77
 3. Add another session to lap swimseconded by Scott Birnie, unanimously approved and motion carried.
- Edd Kuhn made a motion to approve the **Swim pizza party** proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **total body conditioning** proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **gentle yoga** proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Edd Kuhn made a motion to approve the **power yoga** proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Edd Kuhn made a motion to approve the **men and co-ed basketball** proposals as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **adult indoor soccer** proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.
- Scott Birnie made a motion to approve the **indoor soccer** program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Scott Birnie made a motion to approve the **after school karate** proposals as written, seconded by Edd Kuhn, unanimously approved and motion carried.

- Edd Kuhn made a motion to approve the **adult art class** proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **lifeguard training class** proposal as written, seconded by Edd Kuhn, Scott Birnie abstained; unanimously approved and motion carried.
- Edd Kuhn made a motion to approve the **volleyball camp** proposals with the following amendment:
 1. Changed fee to \$20.00
seconded by Cheryl Marginean, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **roller skating party** proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **candy bar bingo** proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Flash light candy cane** proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.

Edd Kuhn made a motion to approve advertisement in the Pennysaver, amount not to exceed \$390, seconded by Cheryl Marginean, unanimously approved and motion carried

Meeting schedule:

Diane will ask Kerry if the third Thursday of the month works for her, if so Diane will send out a meeting schedule to commission members.

Donna is going to look into a banner for the Wellness in Wheatland event.

Old business:

No old business

New business:

Town board report:

Highlight upcoming programs and Wellness in Wheatland event.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:30 P.M.

Next regular meeting to be held
Thursday, January 16, 2014
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings,
Recreation Coordinator