

Minutes of Meeting
Wheatland Recreation and Cultural Commission
January 30th, 2012

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

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

Call to Order, Roll Call:

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

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of November 28th,
2011, seconded by Scott Birnie, unanimously approved and motion
carried.

Public before the Board:

No public before the board

Cheryl Marginean arrives at 7:04pm

Coordinator's Report presented by Diane Jennings

Elect Vice-Chairperson

The Commission unanimously agreed to have Edd Kuhn hold the position of
Vice-Chairperson.

Incoming Expenses:

Shannon Hale \$25.00 indoor soccer refund

Previously paid expenses:

Helen Bilak \$875.00 Aerobic sessions for 3 classes in Fall 2011

Printing Plus \$ 21.50 Postcards for stay well play well

Lindsay Berman \$648.00 Yoga instruction for Fall 2011

Chase \$ 25.07 office max for office supplies

Diane Jennings asked the commission to amend the Town wide mailing of
fliers from the original amount of \$350.00 to change to amount not to
exceed \$650.00. Edd Kuhn made the motion and was seconded by Scott
Birnie, unanimously approved and motion carried.

Winter Program status:

"Play Well Stay Well" had 39 registrations during the evening. Twenty
four were indoor soccer participants at the rate of \$25.00. To date we
have deposited \$7352.00

Yoga class is full with twelve participants.

Aerobic classes have a total of 16 for the three evening classes.

Karate has new faces again, one day a week has ten students and four go
twice a week.

Adult indoor soccer has eleven.

Indoor soccer has forty four students.

Co-Ed basketball has sixteen participants, only two females at this time.

Men's basketball is full with 18

Swim programs that start in March are quickly filling up. Private swim lessons are full with seven at the 5:30 and 6:15 time slots with only two spots available for the 7:00 time slot

Lap swim has 4

Family swim has 2

Water walking has had one phone call-Diane told that participant to wait to see if the class gets full prior to sending in registration.

Group swim is full for the first time slot with fifteen, 6:15 time has six participants and the 7:00 time slot has two.

Wii bowling has four participants and the most indoor walking had in an evening was eight.

New Liaison:

Diane announced the Councilman Henry Williams will be the Recreation Commission Liaison but unfortunately was unable to attend tonight's meeting.

Fiscal report:

Diane was required by Town board to present a fiscal report for 2011. Diane broke up the fiscal report to reflect numbers per program including FICA and retirement for employees.

Program proposal:

Diane also proposed a Volleyball camp to be taught by Kelli Kidder for girls. (Proposal will be added in the minute book)
Edd Kuhn made a motion to approve the Volleyball camp with the following changes:

- Change minimum number required from four to ten
- Change registration fee from n/c to \$40.00
- Total expenses would be \$300.00 for contract and revenue will now be \$400.00-program net cost +\$100.00

Seconded by Cheryl Marginean, unanimously approved and motion carried.

Old business:

Strategic Plan:

- The WRCC shall communicate and cooperate with other community organizations
- Expansion of our portfolio
- Identification of infrastructure needs and approaches
- Utilize existing infrastructure

- Level of town investment guidelines

Diane and Donna should work on inventory
Explore the idea of facebook

New business:

Town board report:

Diane should report on the status of the Winter programs.

Other Business:

Swim letter:

Donna passed out a swim letter that was sent out to all previous swim employees, wishing Jillian Birnie well and welcoming Michelle Ingerick.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:10pm.

Next regular meeting to be held
Monday, Feb. 28th, 2011
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
February 27th, 2012

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

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

Absent: Mark Turner

Call to Order, Roll Call:

Edd Kuhn called the meeting to order at 7:02PM.

Introductions were made for Councilman Henry Williams and the newest Commission member, Kerry Hallock.

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of January 30th, 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

Incoming Expense vouchers:

Be-Mar	\$180.00	roller skate rental
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Winter recess status report:

Roller-skating had 45 skaters, in 2011 we had 70
Wii Tournament had 8 youth who participated with the seniors.
Volleyball camp has 13 signed up to date.

Swim Program status:

Donna explained that we did some benchmarking with other organizations regarding swim staff and their qualifications. It appeared that organizations have one staff with a WSI certification. We had discussions with Michelle Ingerick, our pool director, it was decided to hire a couple more staff with the WSI certification and not require all staff have this certificate. However we would hold an orientation for staff members that would last approx. 3 hours.

Diane proposed that we pay employees for this orientation with the amount not to exceed \$306.50. Cheryl Marginean made a motion to approve the orientation for staff, seconded by Scott Birnie, unanimously approved and motion carried.

Diane also reported that group swim lessons are filling up and we would have to cancel water walking due to low enrollment. Donna suggested that we have a questionnaire for participant parents for future swim programming. Water polo was suggested as an idea for future programming.

Easter Party and spring recess proposals:

Diane proposed the Easter party to be held on March 24th at the Scottsville Firehouse Pavilion. Proposal will be added to minute book.

Scott Birnie made a motion to approve the Easter Party proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Diane also proposed a roller skating party to be held on Thursday April 12th during spring recess. Proposal will be added to minute book.

Scott Birnie made a motion to approve the Roller skating party proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

It was also proposed to have a Candy bar bingo with seniors during spring recess on April 11th. Proposal will be added to minute book.

Kerry Hallock made a motion to approve the Candy Bar bingo with seniors proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Old business:

Diane updated the commission with the budget number for 2012.

A2001	Expected revenue	\$28,000.00
A7310.4	Contractual	\$13,100.00
A7310.1	Services	\$34,000.00

Edd also asked about the question regarding advertising fliers being sent out and Town board approval. Donna will talk with Supervisor Dobson to get clarification.

New business:

Indoor soccer refund:

Donna brought to the Commission two complaints regarding indoor soccer and its program coordinator. Two emails were sent to Diane regarding the situation and requesting refunds. Research was done on the complaints and found that the parent had over reacted to the situation.

Scott Birnie made a motion to approve the soccer refund to parent #1, seconded by Cheryl Marginean, unanimously approved and motion carried.

Kerry Hallock made a motion to approve the soccer refund to parent #2, seconded by Scott Birnie, unanimously approved and motion carried.

Town board report:

Diane should report on winter recess status, Easter party, and volleyball camp.

Other Business:

Councilman Williams gave out his phone number to the Commission and welcomed any concerns or questions.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:03pm.

Next regular meeting to be held
Monday, March. 26th, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
March 26th, 2012

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

Absent: Scott Birnie

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

Call to Order, Roll Call:

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

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of Feb. 27th, 2012, 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:

Helen Bilak	Aerobic instruction	\$600.00
Collamer Jones	Karate instruction	\$977.40
Diane Jennings	Easter/mileage	\$ 39.13

Chase charges:

Oriental Trading	Easter party	\$ 51.98
Wal-Mart	Easter Party	\$ 64.04

Summer camp prices:

Donna passed out information about benchmarking for yoga instruction as well as summer camps.

Henry Williams arrives at 7:05pm.

Prior to program proposals the commission discussed the rates from Town of Riga and the Town of Gates verses Town of Wheatland rates. The idea was to decide if we want to be competitive with the other camps and jump prices to where they are comparable to other camps or continue to slowly increase fees and have the program continue to be an investment for the town.

Program proposal:

All program proposals will be added to minute book

Johnson Park camp

Cheryl Marginean made a motion to approve the Johnson park camp proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.

Before and after care

Edd Kuhn made a motion to approve the before care and after care proposal with the following amendments:

- Changed the fee for before care from \$30.00 to \$25.00
- Changed the fee for after care from \$60.00 to \$50.00
- Total revenue will be \$1500.00 and program will net +\$234.00

Seconded by Cheryl Marginean, unanimously approved and motion carried.

Gentle Yoga-Spring

Cheryl Marginean made a motion to approve the Gentle yoga-spring session proposal with the following amendments:

- Remove additional \$2.00 per class for each students over seven

Seconded by Kerry Hallock, unanimously approved and motion carried.

Gentle Yoga-Summer

Edd Kuhn made a motion to approve the Gentle Yoga-summer session proposal with the following amendments:

- Remove additional \$2.00 per class for each students over seven
- Remove the purchase of straps
- Total expenses would be \$432.00 and the program would net +\$72.00

Seconded by Kerry Hallock, unanimously approved and motion carried.

Power Vinyasa Yoga

Cheryl Marginean made a motion to approve the Power Vinyasa proposal with the following amendments:

- Remove additional \$2.00 per class for each students over seven

Seconded by Edd Kuhn unanimously approved and motion carried.

Flag Football

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

Group Swim

Kerry Hallock made a motion to approve the group swim proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Open Swim

Edd Kuhn made a motion to approve the open swim proposal with the following amendments:

- Change registration fee from \$25.00 to \$30.00
- Change minimum number of participants from 12 to 10

Seconded by Cheryl Marginean, unanimously approved and motion carried.

Karate-Beginner

Cheryl Marginean made a motion to approve the Karate-beginner program proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried.

Karate-Advanced

Cheryl Marginean made a motion to approve the Karate-advance program proposal as written, seconded by Kerry Hallock, unanimously approved and motion carried.

Program updates:

Diane asked commission members to add an additional staff employee to the current swim program:

Brent Owens Jr. Water safety instructor step one \$7.25

Edd Kuhn made a motion to approve Brent Owens, seconded by Kerry Hallock, unanimously approved and motion carried.

Diane also reported that the Easter party had 36 kids in attendance; she will have a full report at next month's meeting.

Old business:

Letter from Town Supervisor:

At the February meeting, Edd Kuhn asked about the question regarding advertising fliers being sent out and Town Board approval, Donna said she would talk Supervisor Dobson to get clarification.

Supervisor Dobson had mailed out letters to the Commission members as well as Donna and Diane regarding the concern/confusion over expenditures. The general consensus of the Commission members was that they still need more clarification.

Donna stated that she is waiting to hear back from Roger Briggs for more clarification.

New business:

Town board report:

Diane should report on the success of the Easter Party and highlight the summer programs.

Other Business:

Councilman Williams stated that he will not be at the April meeting.

Donna reported that Supervisor Dobson would like to see some sort of program at Freeman Park in the early summer. She would also like to see some cost comparison of pennysaver vs. mailing

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:15PM.

Next regular meeting to be held
Monday, April. 23rd, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
April 23rd, 2012

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

Absent: Mark Turner

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

Call to Order, Roll Call:

Edd Kuhn called the meeting to order at 7:02PM.

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of March 26th, 2012, 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 Associates	skate rental	\$52.00
Chase credit card	Candy bar bingo w/seniors	\$13.46

Previously paid vouchers:

Genesee Valley Penny Saver	swim ad	\$33.75
FM Resources	paper	\$83.50

Winter recess reports:

Diane reported on Candy Bar bingo with the seniors held on Wednesday April 11th. There was a total of ten participants, eight being students plus about twenty seniors who also participated. It was a lot of fun and the seniors really enjoyed having the youth there.

Roller-skating was held on Thursday April 12th and didn't fare so well. We had a total of thirteen students in attendance.

Johnson Park safety plan:

Diane had previously emailed the Safety plan to commission members. The safety plan has no changed from last year so Scott Birnie made a motion to approve the safety plan as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Swim program survey:

Donna passed out a swim survey for commission review and asked for comments/suggestions. The survey will be passed out the last week of the swim program. Scott Birnie suggested that we add to the survey to ask what program the child was registered for. Donna will make changes and send to Diane to be passed out.

Old business:

Donna reported that she is still waiting to hear back from Budget officer Roger Briggs on the policy for fees. Diane will try to connect with him on Tuesday.

Donna also reported on the Freeman Park Summer event. She said that Supervisor Dobson wants to talk to Librarian and will get back to us. Donna stated at this point she feels we are looking more towards a fall date. There was talk of setting up a carnival type event and Scott Birnie suggested bounce house. Scott contact zuperbounce.

New business:

Budget for year 2013:

Diane reported that the budget process this year has been moved up by two months. The budget information will be passed on May 1st and will be due back on June 1st. We have a recreation meeting on May 21st.

Town Board report:

Diane should report on the spring recess programs.

Other Business:

No other business

Adjournment:

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

Next regular meeting to be held
Monday, May. 21st, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
May 21st, 2012

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

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

Call to Order, Roll Call:

Mark Turner called the meeting to order at 6:59PM.

Kerry Hallock and Henry Williams arrive at 7:00PM

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of April 23rd, 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

Incoming Expense vouchers:

Lindsay Berman	\$648.00	yoga instruction
Kelli Kidder	\$300.00	Volleyball skill instruction
Diane Jennings	\$ 6.05	petty cash postage
Charlene Birnie	\$300.00	lifeguard certification instruction
American Red Cross	\$404.00	certification cards
Chase Charge Card	\$204.00	books and masks for lifeguard certification

Johnson Park Safety plan update:

Diane reported that she submitted the paperwork to Monroe County Health Department on May 10th. She also reported that she heard back from Monroe County on May 11th with some missing paperwork for summer camp. One of the issues was the field trip to Seabreeze-under new guidelines.

- You must have a signed statement of permission to participate from a parent/guardian
- Assessment of campers swimming ability
- Participants must be assessed by a WSI and a record kept

Diane stated that Appendix H must be filled out and that we can prohibit use of the wave pool.

After discussion, the Recreation Commission decided to go ahead and offer the use of the wave pool and that testing could be done during open swim. Parents will need to be notified the first week of camp so they can make arrangements to have their child tested if using the wave pool.

Summer registration dates:

Diane announced that fliers have gone home with TJ Connor students two times; a copy of the flier was also included in the Electronic Newsletter from the School. Program information was also included in the Town Newsletter that went out the week of May 14th.

Registration dates are: May 22nd and May 30th

We have slowly been getting registration in the mail. Spring Yoga which started on May 14th has seven participants and the new Vinyasa yoga starts on May 30th has five signed up so far.

Approval of Johnson Park Staff:

Diane asked that the following be approved for Johnson Park staff

1.	Laurie Hogan	4yrs	\$9.53	Large Program coordinator step 1	
2.	Taylor Roa	4yrs	\$7.35	Instructor PT step 1	
3.	Alex Stryker	3yrs	\$7.35	Instructor PT step 1	(Promotion)
4.	Jackie Stryker	2yrs	\$7.25	Assistant PT step 1	
5.	Emily Boehm	2yr	\$7.25	Assistant PT step 1	
6.	Andy Rabjohn	2yr	\$7.25	Assistant PT step 1	
7.	Alexandra Manning	2yr	\$7.25	Assistant PT step 1	
8.	Garhett Varin	2yr	\$7.25	Assistant PT step 1	
9.	Michele Ingerick	2yr	\$9.53	Health care director	
10.	Samantha Berl	1yr	\$7.25	Assistant PT step 1	(New Hire)

Cheryl Marginean made a motion to approve the Johnson Park staff as submitted by Diane Jennings, seconded by Kerry Hallock, unanimously approved and motion carried.

Swim Survey:

Donna passed out to the Commission the results of the Swim program survey. There were thirty-eight surveys handed out and five surveys returned. The total number of participants was 78 with several families having multiply children in the program. The surveys reflected positive remarks for the program. Survey will be added to the minute book.

Freeman Park event:

Donna stated she is still waiting for direction from Linda Dobson as far as date of the event. Donna did contact Mike Cuzzupoli from Zuperbounce and passed out a price list. Unfortunately the prices are not within our budget. After some discussion we decided to go for a date after labor day-Mid September. Diane said we need to nail down a date in order to hire a band before they are booked.

Old business:

Diane updated the commission that four students from Karate will be tested on June 4th for their yellow belt. She also informed the commission that two basketballs are missing from Men's basketball so we will want to replace in the fall.

New business:

Budget for year 2013:

Diane passed out her suggestions for the 2013 budget along with the anticipated revenue for 2013. There was much discussion on the budget and process. Previously Diane sent an email to the Supervisor seeking direction for the future goal for the recreation department. Do they want us to drive a more consumption based approach reducing investment?

Mark Turner said he will contact Linda to get a clearer picture of what the direction is. The commission decided to vote on the budget as presented by Diane:

Contractual: \$15,141.00

Revenue: \$29,139.00

Services: determined by Town Board

Cheryl Marginean made a motion to accept the budget as written, with the understanding that changes may be imposed prior to the June 15th deadline via email from commission members, seconded by Edd Kuhn, unanimously approved and motion carried.

Town Board report:

Diane should report on the kick off of summer registration, positive response from the Swim survey and working on the Freeman park event.

Other Business:

No other business

Adjournment:

There being no further business, Edd Kuhn made motion to adjourn the meeting at 8:02PM

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Next regular meeting to be held
Monday, June 25th, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
June26th, 2012

Members present: Kerry Hallock, Scott Birnie and Edd Kuhn

Members absent: Cheryl Marginean and Mark Turner

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

Call to Order, Roll Call:

Edd Kuhn called the meeting to order at 7:04PM.

Approval of Meeting Minutes:

Scott Birnie made a motion to approve the meeting minutes of May 21st, 2012, 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:

Lindsay Berman	\$270.00	yoga instruction
Diane Jennings	\$ 4.81	petty cash postage

Previously paid vouchers:

FM Resources	\$ 33.15	Johnson Park-ice packs, binder
Collamer Jones	\$345.60	Karate instruction
Helen Bilak	\$600.00	Aerobic instruction

Summer program updates:

Spring Yoga finished with 7 participants
Summer Yoga starts July 9th and currently has four participants
Power Vinyasa yoga has 13 participants
Johnson Park currently has 45
Before care currently has 14
After care currently has 13
Group swim lessons levels 1-2-3 currently has 11
Group swim lessons levels 4-5-6 and parent/child class currently has 2
Open swim currently has 4

Bus driver contract:

Kerry Hallock made a motion to approve contract with Gary Hoad for bus driving services at a rate of \$12.75 per hour, seconded by Scott Birnie, unanimously approved and motion carried.

Approval of swim employees:

Samantha Skura	WSI Instructor	\$8.25
Meredith Smith	WSI Instructor	\$8.25
Rachel Kelley	Jr. Water safety instructor	\$7.25
Jana Balcerak	Jr. water safety instructor	\$7.25
Christorpher Casareo II	Lifeguard	\$8.25

Michelle Ingerick Pool Director \$18.00

Scott Birnie made a motion to approve swim employee pay-rates, seconded by Kerry Hallock, unanimously approved and motion carried.

Freeman Park event: Proposal will be added to minute book

Kerry Hallock approved the Freeman park concert proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.

Old business:

No old business

New business:

Red Cross Swim program:

Donna shared with the Commission that American Red Cross has a new pricing structure. Effective March 1st 2012, the American Red Cross announced a new pricing structure for the 2012 Learn to swim program. The annual fee is \$350.00 which includes Red Cross cards.

Historically, Wheatland Continuing Education/Recreation taught Red Cross swim lessons. Cards were only issued to upper level classes due to cost.

In addition to using the American Red cross name, which is recognized nationally, our Swim Program director, WSI's and lifeguards are certified by the Red Cross and must adhere to their standards.

Scott Birnie made a motion to approve purchasing the Red Cross Swim program, seconded by Kerry Hallock, unanimously approved and motion carried.

Town Board report:

Diane should report on the summer programs.

Other Business:

Donna asked Commission members to brainstorm for next meeting with new program ideas.

Diane said she would like to look at the possibility of adding a new civil service title for the swim program.

Adjournment:

There being no further business, Kerry Hallock made motion to adjourn the meeting at 8:10PM

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Next regular meeting to be held
Monday, July 23rd, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
July 23rd, 2012

Members present: Kerry Hallock, Scott Birnie and Mark Turner

Members absent: Cheryl Marginean 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 7:02PM.

Approval of Meeting Minutes:

Scott Birnie made a motion to approve the meeting minutes of June 26th, 2012 as written, 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:

Bounce it out	\$ 389.50	JP field trip
Diane Jennings	\$ 34.75	Petty cash/mileage
JB Sportswear	\$ 130.50	JP Staff shirts

Chase charge card purchases:

Jo Ann	\$ 48.85	JP supplies
Walmart	\$ 8.46	JP supplies
Walmart	\$ 66.32	JP supplies
The Art Store	\$ 16.46	JP supplies
American Red Cross	\$ 300.00	Learn to swim program

Summer program updates:

- Johnson Park had a pre-camp inspection on July 3rd and will have an in-camp inspection on July 24th.
- Took our first field trip to *Bounce* it out which was geared for 10 and under age group. This was a new field trip for the camp and was well received.
- Added a new feature to camp this year by ending the day with "win it in a minute" contest. Campers look forward to this at the end of the day.
- Johnson Park now has 72 campers
- Before care and aftercare both have 18 campers
- Swim program has low enrollment but we do have swimmers in our new parent child swim class. It is believed we have low enrollment due to both parents working. It was discussed for future if we would be able to transport kids from Johnson Park camp to swim lessons.

Old business:

Brainstorm program ideas:

Diane stated that program proposals have to be done at the August meeting so they can be included in the Town newsletter. We would like to add some new programs to our fall lineup.

Suggested ideas included:

Early Morning swim, horseback riding, introduction to fly fishing, learn to cast, Lego club, volleyball, roller hockey, learn to skate, Freeman park storyteller with ice cream, zumba, beginner quilting class, estate planning, retirement planning.

Diane and Donna will meet this month to create the fall program lineup and propose at the August 27th meeting.

New business:

Town Board report:

Diane should report on the summer program inspections, field trip, and the before and aftercare program.

Other Business:

No other business

Adjournment:

There being no further business, Kerry Hallock made motion to adjourn the meeting at 7:56PM

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Next regular meeting to be held
Monday, August 27th, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
August 29th, 2012

Original meeting was scheduled for 8/27/12 and was rescheduled

Members present: Cheryl Marginean, Edd Kuhn and Mark Turner

Members absent: Kerry Krenzer and Scott Birnie

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

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:05PM.

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of July 23rd, 2012 as written, 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:

WCCS	\$ 672.00	Bus rental
Kathy Merritt	\$ 400.00	Yoga instruction
Petty Cash	\$ 25.00	reimbursement for staff admission to Browns Berry Patch
Gary Hoad	\$ 239.65	Bus driver services
Clubhouse Funcenter	\$ 406.85	Field trip
Seabreeze Park	\$1255.50	Field trip
Lindsay Berman	\$ 324.00	Yoga instruction

Credit card purchase:

S&S World	\$ 39.43	Johnson Park supplies
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Program proposals: (all written proposals will be in minute book)

Edd Kuhn made a motion to approve the afterschool karate beginner/advanced 1x/week program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Edd Kuhn made a motion to approve the afterschool karate Advanced 2x/week program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Cheryl Marginean made a motion to approve the indoor soccer program proposal with the following amendments: changed fee from \$30.00 to \$33.00, seconded by Edd Kuhn, unanimously approved and motion carried.

Cheryl Marginean made a motion to approve the Adult indoor soccer program proposal with the following amendments: changed minimum number required from 12 to 10 and changed fee from \$30.00 to \$33.00, seconded by Edd Kuhn, unanimously approved and motion carried.

Edd Kuhn made a motion to approve the Low Impact aerobics program proposal with the following amendments: changed fee from \$60.00 to \$65.00, seconded by Cheryl Marginean, unanimously approved and motion carried.

Cheryl Marginean made a motion to approve the Total body conditioning program proposal with the following amendments: changed the fee from \$60.00 to \$65.00, seconded by Edd Kuhn, unanimously approved and motion carried.

Cheryl Marginean made a motion to approve the gentle yoga program proposal with the following amendments: changed the fee from \$90.00 to \$95.00, seconded by Edd Kuhn, unanimously approved and motion carried.

Edd Kuhn made a motion to approve the power vinyasa yoga program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Edd Kuhn made a motion to approve kettle bell workout program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Beginners quilting class needed some clarification prior to approval.

Cheryl Marginean made a motion to approve the Introduction to horseback riding program proposal as written, contingent on insurance, seconded by Edd Kuhn, unanimously approved and motion carried.

Cheryl Marginean made a motion to approve the Co-ed basketball/Men's basketball program proposal with the following amendments: changed fee from \$15.00 to \$20.00, seconded by Edd Kuhn, unanimously approved and motion carried.

Cheryl Marginean made a motion to approve the group swim levels 1-2-3 program proposal with the following amendment: changed minimum number from 40 to 20, seconded by Edd Kuhn, unanimously approved and motion carried

Cheryl Marginean made a motion to approve the group swim levels 4-5-6 and parent child program proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried

Edd Kuhn made a motion to approve the family swim program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried

Cheryl Marginean made a motion to approve the water walking program proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried

Cheryl Marginean made a motion to approve the private swim lessons program proposal with the following amendments: changed the fee from \$60.00 to \$70.00, seconded by Edd Kuhn, unanimously approved and motion carried

Cheryl Marginean made a motion to approve the lap swim program proposal as written, seconded by Edd Kuhn, unanimously approved and motion carried

Edd Kuhn made a motion to approve the AM lap swim program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried

Edd Kuhn made a motion to approve the following staff for the 2012 swim program

Tess Woodruff	Lifeguard	step 1	\$8.25
Nicholas Papagelis	Jr. Water Safety Inst. PT	step 1	\$7.25
Andrew Follman	WSI instructor	step 1	\$8.25
Michelle Ingerick	Water Safety Inst. PT		\$18.00

Seconded by Cheryl Marginean, unanimously approved and motion carried.

Old business:

No old business

New business:

Town Board report:

Diane should report on the new fall programs.

Town Newsletter:

Diane notified the Commission that the Town would not be putting out a newsletter this fall. Donna and Diane stated they would do some additional footwork for advertisement options. The Commission did approve an advertising costs in the event we do a town wide mailing or a new option.

Cheryl Marginean made a motion to approve an advertisement cost not to exceed \$700.00, seconded by Edd Kuhn, unanimously approved and motion carried.

Other Business:

Councilman Williams stated that the Town board has had several budget meetings and that they appreciate the diversity of programming the Commission offers.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:35PM

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Next regular meeting to be held
Monday, Sept. 24th, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
September 24th, 2012

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

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

Call to Order, Roll Call:

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

Approval of Meeting Minutes:

Edd Kuhn made a motion to approve the meeting minutes of August 2012 as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

Public before the Board:

No public before the board

Scott Birnie arrives.

Coordinator's Report presented by Diane Jennings

Incoming Expense vouchers:

Pennylane \$365.68

Fall Program Status:

Karate has 3 signed up, Diane is going to send out note to parents from last session to see why their children are not participating this time around.

Gentle Yoga has a full class

Adult Indoor soccer starts on October 15th and to date we have 2 signed up

Beginners quilting class has no one so far signed up.

Flag football is catching on we have 20 which is the most we have had.

CoEd Basketball has ten and Men's basketball has nine

Vinyasa Yoga has four

Kettleball has four

Low Impact/Total body has five each

Horseback riding has three

Indoor soccer has twenty-seven and starts October 2.

Swim program-we had to cancel first week due to pump needing repair. Our private swim is full and so far we have two families for family swim, four for water walking and four for lap swim. Twenty two for group swim lessons and four in our new parent/child class.

Diane gave a preliminary report for Johnson Park and will have the finalized version at next meeting.

Old business:

No old business

New business:

Town Board report:

Diane should report on the fall programs.

Other Business:

Mark Turner asked all commission members to begin brainstorming for our next meeting for our Winter programs.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 8:20 P.M.

Next regular meeting to be held
Monday, Oct. 22, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
October 22, 2012

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

Absent: Kerry Krenzer

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

Call to Order, Roll Call:

Mark Turner called the meeting to order at 7:05P.M.

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of Sept. 2012 as written, 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:

Marguerite MacWilliams	\$ 95.00	yoga refund
Nichole Trotto	\$ 36.00	partial karate refund
Wendy Dettmer	\$ 36.00	partial karate refund
S&S Apparel	\$ 315.00	shirts for flag football
Evergreen Stables	\$ 357.00	contract/horseback riding
Dicks (chase charge)	\$ 64.99	flag football flags
Dicks (chase charge)	\$ 109.98	basketball balls (men's basketball)
Nancy Merritt	\$ 70.00	Power Vinyasa yoga refund
Alice Dillon	\$ 95.00	Gentle yoga refund

Fall Program updates:

Flag football ended with 21 players, most we have had. Their final day is Oct. 27th with a mini tournament at Churchville Riga Park.

Swim programs were finally able to start the week of Oct. 15th-three weeks behind schedule due to issues with the pool pump. Last day will now be Dec. 5th

Power Vinyasa yoga has eight participants.

Intro to horseback riding ended with seven and their last day was October 20. Evergreen stables would like to continue to work with the Rec. dept.

Gentle yoga class has eleven- really cannot go over the maximum amount due to room.

Quilting class had to be cancelled

Karate is experience lower numbers this time around so we had to only offer one day per week.

Adult basketball: Co-ed has eleven-all men and the men's basketball has 10

Adult indoor soccer has six, Low impact 6, Total body 5, kettle bell 5 and indoor soccer has 55

Johnson Park report:

Johnson Park reports were passed out, Diane will be put copies into Town Board members mail boxes. This year the loss for Johnson Park was down making it a 40% less investment for the Town. Total revenue collected was \$9534.85, expenses \$11435.59 total net loss \$1900.74.

Old business:

No old business

New business:

Brainstorming:

Diane and Donna shared several ideas for the upcoming winter programming. We are looking to add a piece to the Christmas time of year, offer several pre-school programs, and other new offerings.

Some of the ideas discussed:

Flashlight Candy cane hunt, preschool prom, one stroke painting class for adults, show the earth some love (maybe finding a place that needs some landscape attention), Elmo's birthday party, Intro to sign language, Batavia downs trip, retirement seminar, early evening or late afternoon exercise, kickboxing

Town Board report:

Diane should report on JP summary report, summary of fall programs, and highlight new programs.

Adjournment:

There being no further business, Cheryl Marginean made motion to adjourn the meeting at 7:50 P.M.

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Next regular meeting to be held
Monday, Nov. 26, 2012
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator

Minutes of Meeting
Wheatland Recreation and Cultural Commission
November 26, 2012

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

Members absent: Mark Turner

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

Call to Order, Roll Call:

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

Approval of Meeting Minutes:

Cheryl Marginean made a motion to approve the meeting minutes of October 22, 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

Incoming Expenses:

Collamer Jones Karate	\$104.94	Karate instruction
Lindsay Berman	\$540.00	Yoga instruction
Taya Branton	\$ 25.00	partial swim program refund
Karen Eichele	\$450.00	Kettle bell instruction
Kathy Merritt	\$400.00	Power Yoga instruction
Helen Bilak	\$600.00	Aerobic instruction for two classes

Program proposals:

- Cheryl Marginean made a motion to approve the **Flash light candy cane** proposals as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Scott Birnie made a motion to approve **Adult indoor soccer program** program proposal as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Invest for a successful retirement** proposal as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Gentle Yoga** program proposals as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Kerry Krenzer made a motion to approve the **indoor soccer** program proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Kerry Krenzer made a motion to approve the **Family Swim** program proposals as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Scott Birnie made a motion to approve the **Water walking** program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.

- Cheryl Marginean made a motion to approve the **Lap Swim** program proposal as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Group swim** proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Scott Birnie made a motion to approve the **Private swim lessons** program proposal as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Karate sessions 1 & 2** program proposal as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Scott Birnie made a motion to approve the **Low Impact session 1 & 2** program proposal as written, seconded by Kerry Krenzer, unanimously approved and motion carried.
- Kerry Krenzer made a motion to approve the **Power yoga** program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Total body conditioning** program proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Lifeguard training** program proposal as written, seconded by Kerry Krenzer, Scott Birnie abstained, unanimously approved and motion carried.
- Kerry Krenzer made a motion to approve the **Kettle Bell** program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Kerry Krenzer made a motion to approve the **Introduction to Horseback riding** program proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.
- Scott Birnie made a motion to approve the **Men's basketball and Co-ed basketball** program proposal as written, seconded by Cheryl Marginean, unanimously approved and motion carried.
- Cheryl Marginean made a motion to approve the **Pre-school series** program proposal as written, seconded by Scott Birnie, unanimously approved and motion carried.

Additional programs still to be voted on pending additional information are:

One stroke painting
Intro to Sign language
Indoor walking

Meeting schedules were passed out for year 2013

All meetings are the fourth Monday of the month except: January and May, no meeting in December

Pennysaver vs. mailings the commission discussed both options and decided to go with Pennysaver inserts again so Diane will request Town Board approval.

Old business:

No old business

New business:

Town Board report:

Diane will report on all of the new winter programs and the newest Holiday themed program.

Ask if website can be updated

Other Business:

No other business

Adjournment:

There being no further business, Scott Birnie made motion to adjourn the meeting at 9:00PM.

Next regular meeting to be held
Monday, January 14, 2013
7:00 PM at the Town Hall

Respectfully Submitted,

Diane Jennings
Recreation Coordinator