

# WELLESLEY RECREATION COMMISSION MINUTES

FROM DECEMBER 14, 2015

1:00 PM AT THE WARREN BUILDING

## In Attendance:

Steve Burt, Matthew McKay, Andy Wrobel, Brandon Fitts and Jan Kaseta

## Minutes from November 12, 2015:

**Motion:** Was made by Andy Wrobel

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

## Minutes from December 7, 2015:

Typo discovered by Andy Wrobel, let the minutes reflect that Andy Wrobel's motion to offer the position of Deputy Director should say "offer" not "off" .

**Motion:** To approve with the corrected typo, was made by Andy Wrobel

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

## Appointment of Deputy Director:

Congratulations were extended to Brandon Fitts on his appointment to the Deputy Director position. Discussion was held regarding having Jan Kaseta fill in while Matt Chin is out.

**Motion:** Was made by Andy Wrobel to allow Brandon Fitts, to have Jan Kaseta fill in on a per diem basis during Matt Chin's absence.

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

## Search Process for Associate Director:

Position recruitment was assigned to Cheryl Daebritz (Human Resources) – Jan Kaseta approved the job description. Position was posted on December 14<sup>th</sup> and will remain open until January 4<sup>th</sup>.

## Preparation for Advisory:

Matt Chin is working on a draft.

## Approval of Operating Budget:

There was consideration of a 6<sup>th</sup>, part-time staff person to oversee the developing After School Program, Inclusive/Adaptive programs and Marketing. A job description will be created by Jan Kaseta and reviewed by Matt Chin, Brandon Fitts and Steve Burt. Steve Burt will then work with Scott Szczabak (Human Resources) to develop this part-time position.

**Motion:** Was made by Andy Wrobel to add \$20,000 to the operating budget to reflect the addition of a part-time Program Coordinator.

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

**Motion:** Taking into consideration the previous motion, Andy Wrobel made a motion to approve the operating budget with the aforementioned change.

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

Andy Wrobel also suggested that the time is right for Recreation to approach the Playing Fields Task Force and propose a fee for service to cover staff time for field scheduling and permitting.

**After School Program Update:**

Matthew McKay and Brandon Fitts met with the principal at the Fiske School. They hope to be able to start a program there, in the spring.

**900 Worcester Street Update:**

In January, the committee will meet with each of the 3 groups who submitted proposals.

**General Discussion – Programs and Facilities:**

An update was provided on the High School Stadium project.

**Motion:** Was made by Andy Wrobel to support the High School Stadium Task Force application to the CPC.

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

**Motion:** Was made by Andy Wrobel to support the HSSTF warrant article at Town Meeting

**Seconded:** By Matthew McKay

**Vote:** All in attendance in favor

**Venture Camp:**

Brandon Fitts is working on a model for a teen adventure camp to be offered this summer. Long time Camp Director, Mark Johnson, has agreed to direct the new program.

**Outdoor Skating:**

Andy Wrobel said that given the current weather pattern, it is still too early (warm) to set up the rink.

**CPC:**

Steve Burt reported that the CPC voted to allow a sum of \$5000, to be expended by NRC, to study the Kelly Tennis Courts. The study will determine if the courts should be repaired or possibly eliminated.

**Conclusion:**

**Motion:** Was made by Matthew McKay to adjourn the session

**Seconded:** By Andy Wrobel

**Vote:** All in attendance in favor

Next meeting is scheduled for January 11, 2016 at 5:00 pm at the Warren Building.

Respectfully,

Brandon Fitts

BF/mw