

<b>NORTH ANDOVER YOUTH &amp; RECREATION SERVICES</b> Board of Directors Meeting	<b>Date: 03/19/2015</b> <b>Time: 8:00AM – 9:00AM</b>
<b>Meeting Attendees:</b> Tom Cieslewski, John Lennhoff, Hollie Williams, Justin Benincasa, Peter Breen, Rick Gorman	<b>Board Members:</b> Carrie Crouch, Tom Cieslewski, Justin Benincasa, Peter Breen, John Lennhoff, Bill McCarthy, Hollie Williams <b>Ex Officio:</b> Rick Gorman, Jay Caporale
<b>Meeting Follow-up Items Summary:</b> (a) Rick send out YC requests to be approved by Hermann Board, and keep board updated on any gym usage requests (b) Tom to set-up meeting to discuss Memorandum of Understanding	<b>NAYRS upcoming meeting schedule:</b> <ul style="list-style-type: none"> <li>○ May 21<sup>st</sup></li> <li>○ June 18<sup>th</sup></li> </ul>

**Discussion Topics Summary:**

- Approved 01/29/2015 meeting minutes
- Rick Gorman updates to the board- notes to be sent via email
- Joseph N. Herman Updates:
  - March 28<sup>th</sup> is the date for the annual Youth Center fundraiser – “Taste of North Andover”
  - 2 donation requests for the NAYRS board: (1) board members to make a donation for an ad in the event booklet. Total donation is \$150. Will be accepting contributions at the March 19<sup>th</sup> meeting, (2) 2 bottles of wine for the wine “pull”.
  - Hermann Board recruiting new members
  - Scholarship award dollars has increased
  - Frank Kenneally will be taking over for Jay Caporale as President
  - Youth Center annual funding requests from Rick will be requested and presented in May. Approved funding disbursements to occur over the summer
  - Teaming up with local YMCA’s on a youth program leadership program
- Gym Usage Policy- recommendations and process changes accepted/approved by Town Manager- Andrew Maylor and Bruce Thibodeau. Bruce to meet with Demi to review changes. Copy of policy on file at the Youth Center
- “Memorandum of Understanding”: next step is to set-up meeting with Andrew Maylor, Bruce Thibodeau and Board members. In general we plan to discuss/review is what the Memorandum represents and how to keep current and transparent with Town Officials.
  - The Board also discussed how this document is important source to maintain legacy around the funding of the Youth Center, and purpose of Youth Center building.
- Carnival contract has been signed of Hermann Board and Carnival Chairperson (Carrie Crouch). Carnival scheduled to be held April 23-April 26 at Osgood Landing.

- Meeting with Selectman on 3/23 to request (as done every year) to waive all fees
  - Carrie has met with department heads, and has established deadlines for the Carnival Company (Cushing Amusements)
  - Revocable License agreement to use Osgood Landing signed by Larry Cushing and Jay Caporale.
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- NAYRS Board has 2 open positions. Board of Selectman will be approving nominations at the 3/24 meeting.
  - Budget has received preliminary approval. Note, as a result of increase in minimum wage starting, next year's (2016) annual membership will increase from \$90 to \$100
  - Tom drafted a "working paper" for discussion at the March 19<sup>th</sup> meeting. The document is intended to outline the Boards role/responsibilities, board member composition, and key focus areas. In addition John has put together a draft mission statement. Ran out of time will plan to review both documents during our meeting in May.
  - More information forthcoming; Jay scheduled to meet with Merrimack College Dean of Business and Education to discuss potential involvement and guidance as it pertains to our desire (NAYRS & JNHYC) to conduct some sort of community wide needs assessment
  - Next meeting scheduled for May 21<sup>st</sup>.As discussed, the May meeting is scheduled to end at 9:15 (as opposed to 9:00)