

NORTH ANDOVER YOUTH & RECREATION SERVICES Board of Directors Meeting	Date: 09/24/2015 Time: 8:00AM – 9:15 AM
Meeting Attendees: Tom Cieslewski, Sandy Savoie, Andy Firmin, Hollie Williams, John Lennhoff, Peter Breen, Maureen Ferris, Rick Gorman	Board Members: Carrie Crouch, Tom Cieslewski, Justin Benincasa, Peter Breen, John Lennhoff, Hollie Williams, Sandy Savoie, Andy Firmin, Maureen Ferris Ex Officio: Rick Gorman, Frank Kenneally
Meeting Follow-up Items Summary: (a) All- read Superintendent’s “Letter to Community, (b) Needs Assessment Project- Tom, Jay, & Frank to meet with Andrew Maylor, and Jen Price	NAYRS upcoming meeting schedule: <ul style="list-style-type: none"> ○ October 22nd ○ November 19th ○ January 21st

Discussion Topics Summary:

- Welcome! To our newest board member Maureen Ferris
- Current board members Carrie Crouch, and Justin Benincasa will be stepping down from the board at the end of 2015
- Rick Gorman updates to the board:
 - Rick provided status updates. Directors Report will be sent out via email
 - No new requests/nothing to review in regards to gym usage requests
- School Superintendent Jen Price is scheduled to attend our November 19th meeting. Please take the time to read Jen’s “Letter to the Community” (please see attached copy)
- HUGE THANK YOU!!! to the Joseph Hermann board for their support and (generous contribution) funding of NAYRS annual grant request
- To promote more exposure and assist in professional development, members of Rick’s staff will attend NAYRS meetings to provide updates, and overall help boards members better understand their realm of responsibilities
- Joseph N. Herman Updates:
 - Hollie provided update on annual Youth Center fundraiser schedule to occur on April 9th 2016. Planning has begun – “Knight to Shine”
 - JNHYC Annual Appeal will go out earlier this year than in previous years (October versus December)
 - Hermann Board meeting schedule:
 - Wednesday October 21, 2015 7:00 PM
 - Wednesday December 2, 2015 7:00 PM
 - Wednesday February 3, 2016 7:00 PM
 - Wednesday March 16, 2016 7:00 PM
 - May (Date and Time TBD) Proposal Presentation
 - June (Date, Time and Location TBD) Annual Meeting
- Discussion around 2015/2016 focus areas:
 - Needs Assessment Project:

- Discussed and reviewed (at a high level) Dr. Christine Shaw's draft proposal
- Tom, Frank, and Jay to meet with Andrew Maylor on 9/30 to review. Will also need to review with Superintendent of Schools- Jen Price
- Hollie and Maureen will support once we receive complete sign-off that this project can move forward
- Youth Center Capital Budget Plan:
 - Details as of what expenditures to potentially be included on Town Master Plan to be review at upcoming JNHYC meeting (October 21st). Tom and Andy will try to attend
 - Andy will be point person around Capital Budget Plan as well as the NAYRS annual grant request funding process
- Succession Planning:
 - As Rick's responsibilities have greatly expanded over the years, discussed the potential need to advocate for an assistant Director position. Will include as part of succession planning framework.
 - John and Tom to work on succession planning framework
- Next meeting scheduled for October 22nd