



APPROVED

Barrington, NH Recreation Commission Minutes
January 27, 2020

Present: Jim Noble, Dale Sylvia, Doug Langdon, Jessica Tennis, Sarah Bailey

Guests:

Absent: Lisa Allis

Call to Order: 6:06 Jim Noble called the meeting to order

Administrative Note:

Old Business:

New Business:

Administrative Assistant

Erin O'Dea started today and began training.

Office Update:

At tonight's Select Board meeting, Conner will be asking for support on expanding the building for office space on behalf of the Department.

Scholarships:

Jessie will be sending the Commission the application for College scholarship for edits.

Two families have requested camp scholarships. Doug asked for more information on scholarships. Jessie explained that we have a scholarship fund, and we provide assistance based off the previous year's tax statement. Doug asked if it was open for everyone. Jessie explained that it is an application, but there isn't outreach connected to it. The fund is used year-round, and families request scholarships on a need basis. There is a \$5000 line item for scholarships in the summer camp budget and is divided by need between the families that apply. Steve explained that the Fund itself is advertised. Dale asked how there is a budget because there is no money being exchanged. Jessie explained that it is put in for expenditures such as staffing. Dale motioned to approve the February scholarships. Steve seconded; vote was unanimous.

Staff Needs

Jim explained the he had a conversation with Jessie about where she felt she needed more assistance during this transition, Jessie felt the largest knowledge gap was Rec Track. Jim reached out to Stacy Libby, a previous Administrative Assistant, about the possibility to bring her in as a consultant. Jessie checked with Conner about hiring her as a consultant and received his approval. Stacy came in on Saturday and was able to jump right back into all the outstanding issues and rectify finances for November. The hope is to approve hiring Stacy Libby as a consultant for up to 25 hours and in case of emergency. Stacy requested \$25 per hour. She is only available later in the days for training because she works during the day. Jessie explained that Stacy would be training staff on the back end of RecTrac and fixing mistakes made while registering. The commission felt it was important to have her come in and

train Sarah and Jessie on RecTrac. Steve motions to give Jim the power to lead communications with Stacy, Dale seconded, vote was unanimous.

Dale motioned to ask Conner if Stacy could be hired at \$25 per hour, Doug seconded, vote was unanimous.

Jessie asked if the commission was in support of her continuing to investigate the mobile office. The department has information on a \$6,500 storage unit for the three months of summer camp. The commission wants more information on the utilities and air conditioning, as well as lead time from time of deposit to delivery. Dale asked for Jessie to get two quotes for the next meeting.

Jessie received an email from Kyle Pimental about the Strategic Plan, and asked the commission knew the context of his email. The commission did not have any extra information.

Jim motioned to adjourn the meeting at 6:38, Steve seconded.



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A large, stylized handwritten signature in black ink, likely belonging to a member of the commission.