

## Bristol Recreation Advisory Council

January 08, 2025

### Meeting Minutes

**Present:** Rick Alpers, Nate Saler, Kendra Cullen, Stephanie Vogel, Mike O'Neill, Scott Doucette, Vincent Milano, Frank Dolloff, Dan MacLean, Les Dion, Dillon Therian, MaKayla Smith via Zoom.

Rick called the meeting to order at 6:36 pm

#### Consent Agenda

11-13-24 and 12/24/24 Meeting Minutes: The minutes of our amended meeting on 11/13/24 were reviewed. Rick asked if there were any questions on the Director's Report with the review of current program numbers, ECIO (157 bags a week), and 143 kids outfitted under Operation Warm There were no questions.

*Frank moved to accept the Consent Agenda, Scott Doucette seconded, and the motion passed.*

Annual Fund 2024-2025 Report: Les reported by 12/31/24 \$85,458. Since Jan 1<sup>st</sup>, another \$36,797. 213 donors to date- with new ones, we will continue to get donations to the annual campaign throughout the year. A lot of people appear to have increased their contributions. Several other donations have come in toward capital projects.

#### Voting Agenda

**Strategic Goal #1:** *Strengthen our financial/fiscal structure and controls and increase our overall operating budget revenue by at least 54% to \$1,000,000 by 2025*

Grant Update: Les reported that \$27,200 has come in for the operating budget. Waiting to hear from Greater Lakes Region Children's Auction. ECIO and Operation Warmth are sustainable and no longer using operating funds. Have \$6,000 left in the grant for the renovation- waiting until all work gets done before paying out.

Rick stated that there is a \$30,000 grant that was previously received for wage adjustment/ salaries/ staff development – Les stated \$15,000 was used for summer staff, with roughly \$19,000 left. The Executive Board asked Les for numbers of what the wage adjustment would be for the full-time staff. If this adjustment is made, it would have to be put into our budget from now on. Les requested the following:

\$ 5, 000 for Les / \$5,000 for Dan/ \$2,800 for Gina/ \$2,000 for Mark

\*Note Gina is moving from hourly to salary. *Nate made a motion to approve the adjustments listed above as requested by Les, seconded, and the motion passed.*

Audit Update: Les reported that they have been told that it will possibly start at the end of February, if not definitely in March. Rick signed the contract tonight; this will be time-consuming. This is a single grant audit, and for taxes. This is the first step- we have never had this done before.

**Strategic Goal #2:** *By 2025, we will have a facility that meets our physical space needs and that is safe, welcoming, and accessible for everyone.*

90 Lake Street: They called asking for more money. We said no, and our final offer still stands.

*The board went into an executive session at 7:21 pm, Dillion made the motion, Kendra seconded, and the motion passed. The session ended at 7:45pm.*

**Strategic Goal #3:** *By 2025, we will have a comprehensive succession plan in place to ensure smooth leadership transitions for staff and the Board.*

Committee Reports: No committees met tonight. Committee schedules and assignments will be forthcoming. Constitution update/correction- about membership will be tabled until Spring. Kendra spoke with an attorney, and he may be interested in coming on board, Kendra will report back to us.

Annual Meeting and nominations for board members that are expiring. April 2025

Mike reviewed the financial reports with the board, all looks good, in line with what he would expect to see this time of year.

Other:

Santas Village numbers were consistent, given that it was a later date. Friday was extremely slow with other things going on in the community, however, Saturday and Sunday were busy. The board discussed the need to “refresh” the village. Update some murals (can folder up like partitions), speak with Gary Robinson, and maybe get some assistance with NRHS art students. The board discussed that it may be time to have a planning meeting at the end of August or the beginning of September (the Events Committee) to discuss and plan the village. Staff and crafters should be parking at the elementary school during the event and allow the parking on North Main Street area for people attending Santa’s Village.

Summer Programming adjustment to overnights and camp on Fridays. The older kids will have two overnights with camp on Friday, and the younger kids will have one overnight with camp on Friday. It has been a strain on some families to not have camp on those Fridays, staff looked at the schedule and made the adjustments accordingly.

Les on vacation from 1/19 through 1/28

***Rick Alpers moved to adjourn at 8:15 pm. Nate seconded. Motion carried.***

Respectfully Submitted,

Stephanie Vogel  
Secretary