

The KCC's vision is a healthy, vibrant community for all ages and interests.

The KCC's mission is to provide multi-generational programs and services contributing to personal wellbeing and the quality of community life.

Kittery Community Center Board of Directors
 May 20, 2015 5:30pm – Meeting Minutes
 KCC in Second Floor Meeting Room

Approved by Board
 June 17, 2015

Present: Steve Workman, Jeff Thomson, Christie Salema, Jean Lincoln, Maureen Convery, Kent Stephens, Dot Avery, Mark Schremmer, Janice Grady, Nancy Colbert Puff.

Absent - Notice Given: Mike Downs, D. Allan Kerr

I. Call to Order & Welcome

5:30 pm by Steve Workman

II. Public Comment & Board Presentations

- A. Discussion by members of the public (chair may impose a 3-minute limit per person) - **NONE**
- B. Response to public comment (as needed)
- C. Presentations (as needed) - **NONE**

III. Consent Agenda

- A. April 15, 2015 Minutes
 - Minutes amended to reflect that Kent Stephen was present for this meeting.
- B. Reports
 - 1. General Manager’s May Report
- C. Meeting Note Taker for June: Jeff Thomson

Motion: It was moved and seconded to accept the consent agenda as amended.					
Yes	8	No	0	Abstained	0
Results: Motion Passes					

IV. Chair’s Update

- Allan Kerr, Jean Lincoln, Jeff Thomson and Mike Downs terms are up as of May 31, 2015. Anyone wishing to continue to serve on the Board must fill out a new application for the town council to approve. Directors may continue to serve until they are re-appointed or positions are filled by Council. Jean has filed her application and it is pending town council action.

V. Discussion/Action Agenda

A. Kittery Community Gardens at KCC

- Jennie Freeman & Dot Avery presented a plan for 20 community garden beds
- Size 4’x12’ to be located on the front side of the East Wing.
- There are 29 people who are listed and wish to participate.
- Discussion on water source and availability, storage shed and deer protection fencing.
- Steve recommended moving forward with the community garden proposal under a 3year agreement starting in 2016.

Motion: Jett Thomson moved that the Board endorse the concept of the Kittery Community Garden Project on the KCC Campus starting in 2016 and authorize the Chair and General Manager to draft a 3-year agreement.					
Yes	8	No	0	Abstained	0
Results: Motion Passes					

B. Report on the Home and Garden Show Home Show 2015 Re-cap & 2016 Proposal

- The show was ½ capacity but there was a positive response by the vendors who did have booths. Question is KCC willing to do this next year with the Chamber of Commerce.
- Discussion as to available dates and what would be the emphasis.
- Negative for this year was the lack of plants for sale and that it was scheduled late in the Spring.
- Kent Stephens suggested name change to Home and Patio Show.
- Finances: Total \$2,967.84 shared with Kittery Chamber of Commerce.
- KCC profit \$1,035.53

C. 2020 Strategic Plan Final Development Workshop

Hold in June or July

D. Friends of Kittery Recreation, Inc. - TABLED

1. Background
2. **Proposed Motion:** Move that the Board maintain the independent Maine 501(c)3 corporation and appoint members of the KCC Board of Directors to serve as directors of that corporation.

E. KCC Facility Rental Policy Revision

- The KCC Facility Use Policies need to be updated to incorporate new legal requirements and address issues that have been learned over the previous two years of their implementation. Steve Workman recommended not entering into final rental contracts for 2016 until revisions are made.
- Board agreed to hold a work session in June to begin the policy revision process. Steve Workman will e-mail board members with a list of potential meeting dates.

VI. Board member announcements/comments

VII. Adjourn: 6:40pm



200 Rogers Road, Kittery, ME 03904
207-439-3800 • Fax: 207-439-1780

Recreation Director Janice Grady
Assistant Director Jeremy Paul

General Manager's Report for Board of Directors meeting **May 20, 2015**

- Summer registrations for our childcare programs are coming in fast and furious. We have childcare for 2 year olds-7th graders.
- Friends of Kittery Recreation information: Patrick Bedard sent me a letter April 22nd, about our 2015 nonprofit corporate tax return for Friends of Kittery Recreation. He has been filing our annual return for years since he was on the board. All the members are no longer participating and the money was given to the department some time ago. It is time for the Board of Directors to discuss becoming the new board of Friends of Kittery Recreation so that we will have this again. Steve W. has agreed for now to do the filing and it will be discussed at our meeting.
- Rentals have been going very well and there has been little issues when other groups are using the center. When we closed during the Home and Garden show we only had two or three complaints. The shipyard rentals are not that much of an issue as there are always parking places but there are a few less. The shipyard park primarily in the front and on the basketball court. We had one complaint this past time and they were here for two weeks.
- I will be purchasing late summer a large red sign for the MAIN ENTRANCE that will be put in the grass so that it will be more visible. I will look at the cost of having a spot light shining on the sign for evening users.
- Unit ventilators are still not resolved but we are working toward a solution and will have ongoing meetings until a plan is in place.
- I have started emailing compliments received from our users. I will also place in my general manager reports complaints but will leave out the names if a staff person is named.
- Some other items that came out of the suggestion box this month:
 - Can we have a punching bag please?
 - Please fill in the ditch between the two parking bays just across the road from the main entrance. Now it drops off about ½ foot.
 - Can we get ankle weights for the gym?
 - I would like extended hours on the weekends and holidays. It is very frustrating that when we do have free time from work, this place is closed.
 - A daily rate for summer SAFE.
 - Art Class
 - Ship yard days shuttle them from the post office parking lot, please.

- Speed limit signs or speed bumps on Goodsow Road.
 - Additional street lights on roadway.
 - Street light at Rogers Road
 - Please consider a TV in the Fitness room.
 - Coffee!! How about setting up a Keurig machine and charge a buck or two for a cup.
 - Staff is great keep up the good work you are all doing.
 - Building is still clean three years later thank you.
- Road sign has been ordered however, may not receive until July.
The sign will have LED lights installed. Install one, 100 amp single phase, underground service from the existing pole by the entrance to the campus at ball field. Installed will be a photocell controlled, 120 volt, 20 amp feed from service location just inside 8 foot fence to new lighted sign. The cost is \$1,473 for the electrician. This is not covered by the insurance. The sign is \$8,800 which is paid by the person's insurance. The sign will also be moved a bit to assist with visibility exiting our road.

Thanks.

Janice

Janice Grady, Director/General Manager
Kittery Community Center
200 Rogers Road
Kittery, ME 03904
207-439-3800

May 13, 2015

Proposal for a Kittery Community Garden at the Kittery Community Center

Our mission is to provide garden space for local residents to grow fresh produce while learning and experiencing the rewards of organic gardening through education and community.

Community gardens are being organized all over the Seacoast, the country and the world. These gardens serve the purpose of giving garden space to those who don't own suitable land, allowing people to garden in a community setting. While farmers' markets, CSA's and farm stands go a long way toward bringing fresh, local produce to our community, there's nothing as satisfying (or economical, hopefully) as a tomato or cucumber you grow yourself. As our society becomes increasingly unfamiliar with the basics of where our food comes from, community gardens are a great antidote to that disconnect. In *Coming Home to Eat*, author and ecologist Gary Paul Nabham writes, "The food we put into our mouths today travels an average of thirteen hundred miles from where it's produced, changing hands at least six time along the way." Community gardens can contribute to the health of the earth, to the health of the gardener and his/her family, and can help to build our community.

Our small group has had two meetings, first to gauge the community interest (there was interest!), then to discuss possible sites, write a mission statement, and begin to assign roles. We have 29 people who have attended at least one meeting or have asked to be on our email list.

We realize we are coming to this late for gardening in 2015, but would like to begin to lay the groundwork for beds for 2016 in front of the East Annex at the Kittery Community Center. A soil test has been analyzed by the U. of Maine, and with soil amendments (compost, lime, etc.), that area would be suitable for gardening. We've measured the area and propose beginning with a 36' x 84' area which could contain 20 4x12 foot beds with 4 ft. spaces between the beds. It's possible we could have 4 more beds if we spaced 3 ft. between the beds with 4 ft. between the rows.

We would like a three-year commitment from the KCC for this space with notice before the third growing season if we won't have this space after the third growing season.

We'll need easy access to a water tap and we'll apply for funding for a small tool shed (unless we can use the small shed already in that area). We'll also need to put up fencing to keep out deer and woodchucks.

We look forward to hearing back from the KCC board on this proposal.

Signed,
Jenny Freeman
Dot Avery
Debra Kam
Susan Tredwell
Judy Rigmont
Mara Lamstein
Maureen McDonald
Jean Treacy and the rest of the community garden group

Kittery Community Center

(207) 439-3800

1 review

Total area: 3,111.65 ft²



Kittery Community Center Board of Directors

Attendance Log

Date May 20, 2015

Regular Meeting

QUORUM IS 6 VOTING MEMBERS

Name	Voting	Ex-officio	Visitor	Representing
Steve Williams	x			
Nancy Colbert Cuff	x			
Maureen Conway	x			
Jeff Thomson	x			
Dot Avery	x			
Jenny Trempa			x	
Christie Sabena	x			
Jean Fucali	x	x		
Janice				
Notice Given – Unable to Attend				
Mike Downs				
D. A. Kerr				

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**Kittery Community Center Board of Directors
Regular Meeting • May 20, 2015 • 5:30pm
KCC in Second Floor Meeting Room**

Proposed motions are offered for convenience and accuracy. They do not necessarily reflect the opinion of the Chair and can be used, ignored or amended as needed.

- I. Call to Order & Welcome**

- II. Public Comment & Board Presentations**
 - A. Discussion by members of the public (chair may impose a 3-minute limit per person)
 - B. Response to public comment (as needed)
 - C. Presentations (as needed)

- III. Consent Agenda**
 - A. April 15, 2015 Meeting Notes
 - B. Reports
 - 1. General Manager’s May Report
 - C. Meeting Note Taker for June:
 - D. **Proposed Motion:** “Move that the board accept the consent agenda [as amended].”

- IV. Chair’s Update**

- V. Discussion/Action Agenda**
 - A. Kittery Community Gardens at KCC
 - 1. Proposal from organizing committee (Jenny Freeman & Dot Dyer)
 - 2. Discussion
 - 3. **Proposed Motion:** Move that the Board authorize the Chair and General Manager to negotiate and enter into a 3-year agreement to locate the Kittery Community Garden Project on the KCC Campus starting in 2016.

 - B. Home Show 2015 Re-cap & 2016 Proposal

 - C. 2020 Strategic Plan Final Development Workshop

 - D. Friends of Kittery Recreation, Inc.
 - 1. Background
 - 2. **Proposed Motion:** Move that the Board maintain the independent Maine 501(c)3 corporation and appoint members of the KCC Board of Directors to serve as directors of that corporation.

 - E. KCC Facility Rental Policy Revisions
 - 1. Background
 - 2. Proposed timeline for revisions

VI. Board member announcements/comments

VII. Adjourn

2015 KCC BOD Meeting Schedule (3 rd Wednesday of the month)	
January 21	February XX
March 18	April 15
May 20	June 17
July 15	August 19
September 16	October 21
November 18	December 16