

Henniker Community Center Activities Committee
Minutes of July 8, 2009 Meeting

Members Present: Shannon Camara, Mindy Matheson, Jaime Weston, MaryEllen Schule, and Jennifer Gendreau

Guest Present: Peter Flynn

Members Absent: Shawna Mitchell

Shannon Camara, Vice-Chairperson, called the meeting to order at 7:00 p.m.

1. Review Minutes of Last Meeting: Mindy handed out copies of the last meeting on June 3, 2009 minutes. Jennifer motioned to accept minutes. MaryEllen seconded this motion.
2. Committee Member Roles:
 - a) Shannon explained that other committees has delegation of roles and suggested we could do the same. The hope that the recruitment of new members will help spread out these roles. MaryEllen was in favor of assignment of roles to limit confusions.
 - b) Shannon suggested a breakdown of: PR, Teen, Community Events, Volunteers
 - c) Peter provided insight to how the Committee Member Application is processed. Henniker residents interested in becoming a Member is encouraged to visit a meeting. If they like our organization, they would apply thru the Selectmen's Office. Peter then reviews with committee's chairperson, before it is brought to the Selectmen for approval.
 - d) Shannon requested recruitment ideas to be shared via e-mail. Jennifer gave attention to her effort at the last day of the Teen Center, when parents came to pick-up teens she stopped each parent to ask them to consider volunteering and handed out contact information.
3. Budget Status: Peter explained that we do not necessarily have a budget. However, a revolving trust fund to use internally can be started.
4. Volunteers:
 - a) Shannon offered our confusion of new requirements for volunteers and asked Peter to help clarify. Peter explained that new legislature had required local towns needed national criminal checks by fingerprinting, but the procedures had not been clearly defined. MaryEllen pointed out that the law isn't off the books, but no funding or facilities were made available to local organizations. Peter continue to explain that a new mandate was put into place as a national check was optional as long as a background check was being administered. MaryEllen brought attention to what she found when asking people to volunteer was that they were agreeable to the background check, but the fingerprinting was a deterrent. The bottom

line on this issue, was that fingerprints are not required.

- b) Shannon explained that it would be helpful to have a handbook available to volunteers that chaperone the Teen Center. The handbook should provide step-by-step procedures to open/close the center, an outline of what to do, how to handle scenarios, etc. Peter will collect all forms for next meeting. Jennifer will draft up a volunteer handbook.
- c) Shannon ask for someone to provide an orientation to new volunteers. MaryEllen will represent the Teen Center for volunteer orientation/training.

5. Teen Center:

- a) Shannon and MaryEllen offered insight to having summer hours available for teens. Community concerns were raised that the Teen Center was closed during the summer, but how to keep teens busy. MaryEllen has a group that is looking into how to get funding and trips available. MaryEllen suggested that the center was open once or twice a month. Shannon inquired how to get the word out. Shannon offered her e-mail list from DC group. Jaime has e-mail list thru Athletics, however concern over the intended use of that list was for Athletic announcements and not for Community Center/Teen Center. Jennifer suggested our committee create our own distribution list, that Shannon and Jaime to send a general blast asking permission to receive notices of upcoming events. Shannon pointed out that Monday and Friday would be bad nights to be open. Since we are already into July, the plan to have the Teen Center open Wednesday evenings from 6:00pm-8:00pm during August was proposed. Advertisement for this announcement will be done via phone contacts collected and e-mail blasts.
- b) Trips that MaryEllen had discussed to get organized were adventure day trips.
- c) Shannon re-introduced ideas of events that could be scheduled at the teen center. Such as the game night, movie night, (kids have asked MaryEllen) a poker night, a job fair/employment prep, cooking night. MaryEllen pointed out that there are local community members that have expertise that could be shared. Shannon offered these suggestions for ideas to be schedule once a month. Shannon asked members to search for contacts or to bring ideas that can be added to the calendar to the next meeting.
- d) Jennifer has been searching on craigslist for a large screen TV for the teen center. Peter reminder there is no budget to even purchase a "bargain" TV. Either a donor purchases a TV, or funding has to be raised. MaryEllen pointed out that teens could work towards fundraising and take an ownership in their center. Shannon asked for ideas to raise money. MaryEllen suggested researching grants for funds.
- e) Shannon suggested having a Fall Kick Off Dance for the start of the new year. The DJ that Jennifer had at the Graduation Party was great. Jennifer brought e-mail provided by the DJ Rick Weiser, explaining his background, services, and rates. Jennifer agreed that his service was spectacular, but was weary that over booking just one DJ would add up. Jaime suggested Ray Drable, whose provide DJ service at the campground.

- f) Shannon suggested a table should be available at the Henniker Community School's Open House on September 15, 2009. MaryEllen suggested a table should also be available at "Music on Main Street" on September 12, 2009. Where both tables will emphasis the announcement of the Teen Center's "Open House" and the "Kick-off Dance". An open house was suggested for Wednesday September 16,2009, but concerns of too much for parents that week arose. This scheduling detail will be further discussed in following meeting.
6. Community:
- a) Movie Night will be reinstated in October and continue a schedule of the first Saturday of each month at 6:00pm
 - b) We would like to continue Open Mic to remain schedule as the third Saturday of each month. Shannon will contact Nicole Gage on her thoughts.
 - c) Jaime suggested other ideas that could be added to the calendar: a Halloween Party for October, a Craft fair in November/December, or puppet shows available with holiday themes.
 - d) At 8:18pm, Shannon motioned to adjourn with direction to come with ideas for next meeting. Mindy pointed out that June's minutes directed us to vote on our August meeting date. Motion was annulled with discussion that followed. Jamie motioned for the next meeting to be on August 3, 2009. Mindy seconded this motion.
 - e) Discussion proceeded readdressing earlier proposed summer hours for the Teen Center during the month of August. Shannon motioned to change the earlier proposed hours for summer in August to Thursday 7:00pm-9:00pm. MaryEllen seconded this motion.
 - f) Jennifer will check with Shawna for contacts to volunteers and work with her at getting Teen Center chaperone coverage on Thursdays during August.
7. Adjourn:
- At 8:30pm, Shannon motioned to adjourn with suggestion to carry over remaining two items on the agenda for next meeting. MaryEllen seconded this motion.

Respectfully submitted,

Jennifer Gendreau
Committee Member