

Henniker Community Center Activities Committee
Minutes of September 8, 2008 Meeting

Members Present: Shawna Mitchell, MaryEllen Schule, and Jennifer Gendreau

Guests: Peter Flynn

Shawna Mitchell, Chairperson, called the meeting to order at 7:04 p.m.

1. Resignation: Shawna reported that Beth Allen has submitted her resignation from her part of the Henniker Community Center Activities Committee. Her letter was turned into Peter.
2. Review of Minutes: The minutes of the May 2008 meeting were reviewed.
 - a) MaryEllen pointed out a spelling error; a reference of Larry Tayler should have been spelled Taylor.
3. Review of meetings, members, and volunteers: Shawna provided handouts.
 - a) Shawna proposed dates for scheduled Committee Meetings for first Monday of October thru June. MaryEllen motioned to accept. Jennifer seconded this motion.
 - b) Shawna posted the current list of Committee Members, as well as our current list of Volunteers for the Teen Center, at the Teem Center.
 - c) Shawna will e-mail Peter all current materials to him.
 - d) Shawna confirmed that volunteers are scheduled for the Teen Center to cover Friday's during September.
 - e) Shawna suggested that a teen event for Halloween could be discussed at next meeting.
4. Review of Teen Center Notice: Shawna drafted her announcement about the re-opening of the teen center to be published in HCS's Friday Notice and the Outlook.
 - a) MaryEllen & Peter made recommended adjustments
5. Discuss "Movie Night" & NEC involvement: Shawna proposed a Movie Night on the first Friday of each month at the teen center and will utilize a white board to attract requests by teens.
 - a) MaryEllen was proposed by NEC and reviewed with Shawna what our needs were for NEC student involvement. And if so, in what way. Discussion about the how NEC students could be involved, and Shawna agreed to pursue this resource. MaryEllen will follow-up with NEC contacts to help organize a work study hours. Peter will be the authority of signing off students' time sheet.
 - b) MaryEllen expressed concern with "no-show" and how to account for student's hours. Details will be addressed as more information is provided.
 - c) MaryEllen has recommended Shannon Camara for involvement with Community Center Activities. Shawna will follow-up with Shannon to discuss

her participation.

6. Review of Confidentiality Statement: Nicole Gage had brought a concern to Shawna's attention about the meaning of our Confidentiality Statement agreement for volunteers.
 - a) Discussion about this statement determined that the Confidentiality Statement is designed for protection of our information.

6. Review of Calendar of scheduled events: Shawna reviewed the calendar of events scheduled during the months of September and October.
 - a) Jennifer proposed a "Safety Fair" to bring safety-oriented organizations together for community awareness. Suggestions of awareness programs (abuse, self-defense, driving, D.A.R.E) was proposed. An evening weekday event seemed more attractive than a weekend event due to family schedules. Jennifer will pursue more information present at next meeting.

7. Other Business:
 - a) Shawna was nominated as Chairperson for 2008-2009. MaryEllen motioned to accept. Jennifer seconded this motion.
 - b) Jennifer will provide updated information in web-site.
 - c) Teen Center Staffing Schedule for Saturdays:
 - September 20th: Peter Flynn
 - September 27th: Jennifer Gendreau
 - October 4th: Shawna Mitchell

8. Adjourn: At 7:59pm, Shawna motioned to adjourn. MaryEllen seconded this motion.

Respectfully submitted,

Jennifer Gendreau
Member