

Village of Kinderhook
Recreation Commission
Regular Meeting - March 8, 2021
VIA ZOOM

- Present:** Lynn Clark, Alicia Cowan, Shannon Eigenbrodt, Amy Michael,
Valerie Spensieri - Chair, Amber van Moessner
- Other:** Dorene Weir - Village Trustee Liaison, Nicole Heeder - Village Clerk
- Absent:** Dave Dellehunt

Meeting called to order at 7:01 pm.

- Minutes:** Motion made to approve the meeting minutes of February 8, 2021.
Moved: V. Spensieri; Second: L. Clark. Motion carried.
Motion made to amend the minutes to include \$7,000 for equipment.
Moved: V. Spensieri; Second: S. Eigenbrodt. Motion carried.

Correspondence: -

- New Business:** **Budget/Playground Equipment**
Current Budget Year - June 1, 2020 - May 31, 2021
- Personnel: \$5,600 (left over from Summer Program)
 - Equipment Repair: \$500
 - Equipment: \$7,000
 - Contractual: \$2,000 (Supplies for Summer Program)
 - Events: \$2,613.71 (less funds needed for Easter Event, est. \$350)
 - Savings: \$7,700 (to be used for permanent improvements to the Park)
- The above funds could be used to purchase equipment during this fiscal year if equipment is ordered, invoiced, purchased, and received by fiscal year end, May 31, 2021.

S. Eigenbrodt contacted one of the playground equipment companies, Miracle, to get a better understanding of timelines, etc. Equipment delivery would take 4-6 weeks from order date, closer to 6 weeks as we approach the warmer weather. Page 12 of their catalog, Champions Trek is an example of a fitness circuit that may be a good fit. A number of questions need to be addressed in order for an overall vision/plan to be established. Targeted age group (5-12 which would benefit the kids attending the summer program), equipment removal, equipment placement/expansion, ground surface requirements (currently pebble stones, what

will be needed?), installation/removal by Company or Village DPW, shipping, and insurance. A price range would need to be established in order to select a piece or pieces of equipment. Example, the Champions Trek sells for \$25,000 for all 5 pieces. It was also suggested to look at inclusive playground equipment for children of any ability.

N. Heeder corrected the budget numbers that were included in the February minutes. An Equipment line with \$7,000 should have been included in those minutes. As a result, the amount of funds available for the purchase of playground equipment could be approximately \$24,000, if needed.

S. Eigenbrodt will contact the Company and see if she can obtain individual prices for the 5 pieces, reduced price if buying multiple pieces in the Champion Trek line, and obtain the other costs that would be associated with shipping, installation, and possibly their ability to provide a layout plan, etc.

A. van Moessner did see some equipment (Fitness Challenge Configuration) from Miracle in their clearance section of their catalog which may be of interest, and free shipping.

Easter Event Planning

The Easter Bunny will not be available for our event since the Elks will be having their own event on April 3rd. Discussion was had regarding the following: a change in our date to the weekend before, request we join in with the Elks and possibly hand out candy, a craft, and/or the availability of a photo background there, have an Easter theme decorating contest in the Village Square, possibly have a joint event with the Library, connect with Samascotts, Stewarts, use the Rail Trail, Vanderpoel House, or have our own event at Rothermel Park on the same day but at a different time.

Decision was made to have the Easter event at Rothermel Park, under the pavilion (if approved) 11:00 am - 1:00 pm. A. van Moessner suggested ordering through Oriental Trading and the following will be ordered: a large blow-up Bunny, a photo backdrop, photo booth items, inflatable eggs, Easter garland, bunny ears to give out, picture frame craft to take home and complete, goody bags, and candy (candy may need to be picked up elsewhere). A list of supplies and item numbers to be sent to N. Heeder for ordering. The Village Board meets Wednesday evening, the plan on how this event will be conducted needs to be presented for their approval, including COVID 19 precautions, hand sanitizer, social distancing, etc. D. Weir offered to present to the Village Board.

Poster needed for the email blast. A table will be needed from the DPW. V. Spensieri to provide tablecloth and to check with D. Dellehunt regarding candy. Candy to be bagged the weekend before. Arrive at Pavilion at 10:00 am on Saturday, April 3rd.

Motion made to spend up to \$600 for supplies/candy for the Easter event.
Moved: V. Spensieri; Second: S. Eigenbrodt. Motion carried.

Summer Program - Village Website Information

Thank you to S. Eigenbrodt for putting together the information for the Village Bulletin.

Village Deputy Clerk requested dates for the anticipated Summer Program, which will run July 12th - August 20th. The application is currently on the Village website along with the registration form. Director applications are due by May 3rd with interviews May 10th and Asst. Director/Counselors applications are due by May 7th with interviews June 14th. Note: Counselor applicants need to be at least 16 years old.

Discussion was had regarding the pay rates of the Director and Assistant Director. It was suggested that their salaries should increase by \$100 each due to COVID 19 and their additional responsibilities as a result. After pay rate discussions, the following motions were made to adjust the pay rates:

Motion made to increase the salary of the Director from \$2,900 to \$3,000 for the 2021 Summer Program.

Moved: V. Spensieri; Second: L. Clark. Motion carried.

Motion made to decrease the Assistant Director from \$1,900 to an hourly rate of \$20/hour.

Moved: V. Spensieri; Second: L. Clark. Motion carried.

Amber van Moessner offered to create an announcement with the information needed for the Summer Program, duties and qualifications for Director, Asst. Director, and Counselors for the Village email blast.

Question as to what would happen if the Summer Program started up, say 3 weeks into the program and the program had to shut down due to COVID 19, County and/or State mandated closure or closure due to an individual exposure. Procedures/protocols would need to be developed regarding salary/hourly payment, possibility of resuming camp virtually, and/or providing activity packets for pickup and DIY at home. Village Attorney may need to be involved to establish procedures/guidelines.

Old Business:

Summer Program Guidelines - Review & Finalize

Changes in red on the Summer Program Guidelines are from the February meeting. As a result of changes at this meeting, the Director and Asst. Director

pay rates will also be changed and noted in red. All changes will be presented at the April meeting for final approval.

In addition, a COVID waiver had been discussed at a previous meeting and determined it should be included with our camp forms. L. Clark offered to review a COVID waiver that she had access to and make the necessary changes to fit our purpose. Discussion of how to implement COVID daily procedures/protocols with the campers will be discussed at our April meeting. It was suggested to contact the County Health Department as we move forward to provide us with information/guidelines for summer camps.

Next meeting of the Recreation Commission is scheduled for Monday, April 12, 2021 at 7:00 pm, via Zoom.

Motion made to adjourn at 8:37 pm.

Moved: V. Spensieri; Second: L. Clark. Motion carried.

Jacqueline Bujanow, Secretary
Recreation Commission