
RECREATION DIVISION MEETING

Location: PRC Headquarters (Downstairs Conference Room)

Date: December 12, 2023

Time: 11:00 am – 12:00 pm

AGENDA:

- I. Contracts – Heidi
 - a. 2024 January – April contracts / T&C's (PRC Basketball, Fishing Derby)
- II. Marketing – Deslyn/Linda
 - a. Update on marketing – Slam Dunk & Cheerleading
- III. Recreation Division – Kevin
 - a. Kyle Peterson
 - b. Joan Hernandez
 - c. Dom Gangemi / Kensico
 - d. Linda Anderson (2023 program report, 2024 Police schedule review, start 2024 contracts – tents, ambulance, sound, etc)
- IV. New Business
 - a. 2024 Program Dates – Informing your contacts

Meeting Minutes

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V. Attendance

Linda Anderson, Kevin Cook, Domenic Gangemi, Joan Hernandez, Kyle Peterson Deslyn Martirano,
Heidi Schwabach.

VI. Agenda Items

1. Contracts (Heidi Schwalbach) – Send T&C for girls & boys Rat Race, Need to submit contract for Cheerleading, Lou Demello – need invoice when work is complete, Mall Walk sending paperwork in and
2. Marketing (Deslyn Matirano) – Cheerleading need to contact vendor and get logo for t-shirt and see what color we want, need signature for Kathy O'Connor letter for Slam dunk.
3. Recreation –
(Kyle) – Re-Accreditation almost complete-need some signatures and will update in the system by Monday, slam dunk everything is in order sales are very good, Rat Race going well –Boys officials hard to get a hold of and fishing in touch with person.
(Joan) – Winter wonderland going well not many call outs, working with Kayla on cheerleading waiting to see how many teams we have and seeing if mats can be picked up 12/29, Mall walk waiting for paperwork.
(Dom/Kensico) – Winter Wonderland going well weather is holding up, picked up truck that went in for inspection checked plows ready for anything.
(Linda) – Program report up to date (just need mall walk & Zumba)n 2024 police report up to dateand contract for 2024 started.

VII. New Business – Kevin

- a. 2024 Program Dates – Informing your contacts what dates are, what the plan is and finalize in January.
- b. Annual of Recreation Programming Plan (signed by Commissioner) –waiting for Kathy to sign off on.

Next meeting to be held on January 2024.