



City of Auburn, Maine

Recreation Department

Sabrina Best, Director

48 Pettengill Park Road | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

Parks and Recreation Advisory Board - Meeting Minutes

Wednesday, Sept 13, 2017 at 6:30pm

Auburn City Hall Room 204

Members Present: Belinda Gerry, Dana Staples, Suzanne Roy, and Misty Edgecomb (Absent; Sabrina Best, Howard Fogle, and Tim Cogle).

1. Approval of Minutes

a. It was discussed that the minutes need to be approved by at least 4 of the members that were in attendance the previous meeting. With that being said it was declared that August meetings could not be approved since Misty was not in attendance and it would be less than 3 board members present from last meeting.

****Motion:** to **APPROVE** July Meeting Minutes by Dana Staples/seconded Misty Edgecomb, 4-0

****Motion:** to **TABLE** approval of the August Meeting Minutes by Belinda Gerry/seconded by Misty Edgecomb, 4-0

2. Recreation Directors Report

a. Sabrina Best, Recreation Director, provided a written update on the Senior Community Center ribbon cutting ceremony. The Senior Community Center will be ready to open for the Pettengill Park Open House on Saturday September 16th 10 am-2 pm. Dana Staples will be unable to attend event, but encouraged the board members to attend. Belinda Gerry, Sub-Committee member for Senior Community Center, chimed in on her excitement for the opening of the building. Belinda will be in attendance and will be happy to represent the Parks & Recreation Advisory Board at the Ribbon Cutting Ceremony. The ceremony will begin at 10 am and Belinda told the board that there will be cookies and refreshments before and after the ribbon cutting ceremony.

b. Open House Saturday September 16th 10 am-2 pm Belinda Gerry informs the board that the event will have free hot dogs, t-shirts, and that Sabrina has sent out an E-Alert. Misty Edgecomb said she saw the event on Facebook and thinks that the Recreation Department does a good job posting events on their page. Suzanne Roy and Belinda Gerry believe that the Recreation Department should put event like the Open House in the paper. Belinda ends the conversation by stating that the Open House should be "fun for all".

c. Upcoming Events; Holiday Parade will be November 25th, starting in Lewiston ending Auburn. Winter Festival will be the weekend before the Super bowl, Dana Staples brought up that Sabrina and the rest of the Rec Staff will be in-charge of the festival but are looking for committee members. Dana suggested that one of the PRAB members joins this committee. Event will include snow activities and other family-fun things. Fright Festival was discussed; members were interested to hear more about the event details.

3. Work in Progress

a. Strategic Planning Meeting, Wednesday Sept. 20th from 6-8pm at Hasty Community Center. There is a basic list of invitees that was submitted to Sabrina prior to the meeting. There is a need to



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create a basic list of questions for the meeting. In Sabrina's report she asked, "Who will moderate the meeting?" and the group discussed leading specific tables. This will mostly depend on attendance and how many questions will be asked during meeting. Dana Staples encourages the board to attend it possible. Dana explains that the role of a PRAB member is to make sure things are progressing and people understand what we are asking. The overall goal is ensure that it is a meaningful discussion. It was decided that there will be (4) questions, allotted 10 minutes apiece for discussion. The answers to the questions will be written on a big sheet of paper so the entire group can see what has/hasn't been said. The hope for the meeting is that we will gain more ideas from community members on topics such as promotion, community recreation and new senior programming. There will be a group of men from "Huddle Up" touring around the Auburn area discussing Sports Tourism. Dana invited the men to the Strategic Planning Meeting.

b. Discussion about the "non-sport" activities. Suzanne Roy talked about not liking the word "sport" but rather "recreation" because it defines all indoor/outdoor activities. The board began review the possibility of working more with Parks and Public works department to make sure those that enjoy recreation activities such as; snowshoeing, kayaking, boating, etc. are able to participate in Auburn. The Androscoggin Clean up Day was brought up and the board discussed doing more clean-ups throughout the year. The ALT held the clean-up in August; they brought in almost five tons of garbage.

4. Work Completed

a. None

5. Sub Committee Report – Senior Community Center Sub Committee (Belinda)

a. Belinda Gerry began her report by discussing the need for volunteers for the Senior Community Center. After meeting with Recreation Director, Sabrina Best, they found that this would not be able to be a current full-time staff employee. The volunteers will be trained in building policies and will also have to pass a background check. Belinda refers to the Senior Community Center as a "blank canvas" and is currently looking for furniture donations possibly from Auburn Housing. She expresses that there is a need for new tables and chairs for the SCC. Dana asked if the Sub-Committee was in-charge of planning recreation events in the SCC, Belinda stated that they were there for renovations and suggestions of activities. The board wants to look more into developing a new group for SCC activities. They would involve a new group of people to decrease the chances of "competition of other community members wanted to hold activities in the building.

****Motion:** to **TABLE** discussion of creating an interest group to wait for feedback from Sabrina Best and Tizz Crowley, 4-0

6. New Business

a. Advertisement – Suzanne Roy wanted to have a more in-depth conversation about advertisement for Recreation events. Suzanne brought up the Adult Ed pamphlet that comes out each month, Recreation should post about events on the back of that booklet. Misty recommended the Recreation Department to post their fliers at YMCA day care. Dana stated that an interest group would help with the different "age-group" of parents/adults to separate which promotion method works best.

b. Recommendations on Senior Center Schedule- Belinda asked for the board to review the current Senior Community Center schedule and give their feedback. She and the Sub-Committee felt that the schedule was “too aggressive”. The board said they would review and discuss next meeting.

c. Red Table Picnic at Art Walk this Friday September 15th, Fright Festival in October.

7. Adjourn – at 7:45 pm by Dana Staples, seconded by Misty Edgecomb, 4-0