

Arena Commission

Minutes of September 19, 2006

Meeting called to order 7:02 PM at the Sam Allen Conference Room.

In attendance: Present: Dave Goodwin, Ronald Huml, Jan Nedelka, Marty Sullivan, Gary Bannon, Pat McNulty, Brian Wilson, Colleen Carlisi, Mike Joyal and City Councilor Liaison, Doug DeDe. Not Present: Gary Gilmore and Joe Nicolella.

- I. Minutes from August 15, 2006 were read. Motion was made by Marty Sullivan to accept the Minutes as read. Seconded by Ron Huml. Voted and accepted.
- II. Financial Statements were presented by Gary Bannon for the period ending August 2006. Revenue for the month was \$107,728 with expenses at \$95,262. Motion was made by Ron Huml to accept the Financial Statements as read. Seconded by Jan Nedelka. Voted and accepted.
- III. Recreation Director's Report was given by Gary Bannon. Mike Joyal was asked to explain what he has asked the Arena staff to do with getting historical data for the monthly report, the reports are to be broken down in the different sections: concession, programs and marketing. We want the public to know how the Arena is doing and this will be a way to do that. The ways that we get information out to the patrons is through the brochure and the website. Motion was made by Marty Sullivan to accept the Recreation Director's report as read. Seconded by Jan Nedelka. Voted and accepted.
- IV. Arena Managers report was given by Pat McNulty. Painting issue with J.B Sullivan is still being resolved. The third stage of the condenser one of the fans broke and needs to be fixed. The water pump that pumps the hot water for the heat in the game room and the water for the zamboni has a leak in it and needs to be fixed. The heat exchanger has been leaking a lot and also needs to be fixed. Cote and Son has finished up there third year of preventive maintenance contract with us, they maintain the electric compressors before the season starts. Motion was made by Ron Huml to accept the Arena Managers report as read. Seconded by Marty Sullivan. Voted and accepted.
- V. Program Supervisor's report was given by Brian Wilson. Brian talked about the Camp Kool revenue and expense report the overall bottom line between the two years the camp increased \$5307.10 in 2006. Other programs going on, we have our Youth Into class this class is seven weeks and have 35 kids enrolled. Beginner class on Saturdays has 21 kids enrolled and runs for six weeks. Trying to get the all our programs in the Rec Trac and working on training our staff to understand how Rec Trac is set up. Also taking registrations for our Adult leagues that start in October. Talked about Rock Night and getting new lights and sound for the Foster rink, working on getting quotes for the work. Motion was made by Jan Nedelka to accept the Program Supervisor's report as read. Seconded by Ron Huml. Voted and accepted.
- VI. Marketing status report- Had a poster made from Spectrum to promote our activities in the rink. Contacted a person from a Girl's scout and working on arrangements for different troops to come to the rink and do their activities and then go public skate. Wentworth Douglas renewed their dasher ad. New dasher ad client, Salmon Falls Family Healthcare purchased two eight-foot dashers board ads. To promote more advertising for the rink, I will be at the Breakfast with Santa in a costume to hand out passes for public skating. We are also doing with WERZ the Caring and sharing food drive. Motion was made by Ron Huml to accept the Marketing status report as read. Seconded by Marty Sullivan. Voted and accepted.

Other Business: NONE

With no further business to discuss, meeting was adjourned at 8:18 PM.

Next meeting is set for October 17, 2006; 7:00 PM

Submitted by: Lisa Berry
Arena Secretary