

# Town of Wheatland New York Recreation Commission Meeting Minutes

January 25, 2022

## A. Meeting Call to Order

Recreation Commission Meeting was held on January 25, 2021, at 7:00 P.M. virtually via Microsoft Teams.

### PRESENT:

Mark Turner, Recreation Commission Chairperson  
Angela Ames  
Jenny Smith  
Shanna Fraser, Recreation Coordinator  
Ruth Thompson, Public

### ABSENT:

Edd Kuhn  
Cheryl Marginean

Mark Turner called the meeting to order at 7:02 P.M.

## B. Approval of Minutes

*Resolution.* The Commission reviewed the minutes of the December 2, 2021 meeting with no changes suggested. Jenny Smith made a motion to approve the minutes from the December 2, 2021 meeting, and Angela Ames seconded the motion. The motion was approved by unanimous vote of the Commission.

## C. Public Before the Commission

Ruth Thompson participated in commission discussions.

## D. Recreation Department Report

Presented by Shanna Fraser

### 1. EXPENSES REVIEW

The Commission reviewed and discussed Recreation Department expenses presented by Shanna Fraser.

*Resolution.* Jenny Smith made a motion to approve the expenses as presented and Angela Ames seconded the motion. The motion was approved by unanimous vote of the Commission.

## 2. **PROGRAMS**

- a. **Myrec.com** – Shanna reviewed the Myrec.com recreation website with the Commission. The website has been rolled out and is actively being used for program registrations and fee processing. Shanna demonstrated several of the key features and capabilities. Some 175 households have created online recreation accounts.
- b. **Program Status**
  - o **Winter Wonderland Event** – Very well received with 143 participants across multiple timeslots.
- c. **Future Programs**
  - o There were no program proposals to review at this time.
  - o **Easter Celebration** - Shanna discussed potential options that could be applied for this year's Easter celebration. The consensus of the Commission was to continue the collaboration with the Genesee Valley Greenway State Park utilizing the Greenway as the venue for the celebration. Shanna will explore details with Christine Uribe, Director of the GVGSP.
  - o **Other Programs** – Shanna discussed several upcoming programs when WCCS gym and swimming pool access becomes available in early March: Open Swim, Aqua-Fitness, Youth Indoor Soccer and Adult Indoor Soccer. She has future plans to bring back the swimming lessons program, Jr Water Safety instruction training plans are in place.

## E. Old Business

- A. None at this time

## F. New Business

1. **Strategic Review of Recreation Commission** – Mark introduced this new work topic for the Commission, highlights provided below:
  - a. In accordance with Town Board approved By-Laws, the Commission has served in a steering and advisory role for at least the past 25 years, focused primarily on supporting the Recreation Department with administration, department and program financial oversight, program planning and execution review.

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- b.** There have been some significant operational shifts within the Recreation Department in the recent past, that warrant review of the community and department needs, in conjunction with the role of the Recreation Commission in order to best optimize the path forward for community recreation and leisure time activities. These operational shifts include an increase in the scope of the Recreation Coordinator's hours and the incorporation of a new online program administration tool that handles both program registrations and associated fees.
- c.** Mark has had discussions with both the Town Supervisor and Recreation Coordinator with regards to this strategic review and all are in agreement that this process should not be encumbered by existing paradigms. For example, consideration may be given to different models of operation that include perhaps a non-Municipal sponsored recreation supporting organization, such as a "friends" organization. One potential advantage of an external supporting organization is the opportunity for fundraising activities to support community recreation needs with equipment or infrastructure. Mark noted that this was a key reason for the creation of the Scottsville Athletic Association in 1997 when the community baseball and soccer programs were moved out from under the control and supervision of the Town of Wheatland Recreation Department.
- d.** This strategic review will become a key topic for the Commission in subsequent meetings and activities with the objective of identifying community and department recreation needs then evaluating candidate solutions to best meet these needs, crafting a recommended path forward and presentation to the Town Board.

### **2. Recreation Needs Survey**

- a.** Mark shared the recreation survey material prepared by the Commission just prior to the start of the COVID-19 pandemic in 2020. The Commission reviewed the prepared questions and with some minor modifications plan to create and launch an electronic survey using SurveyMonkey. Email lists both from the Recreation Department and Town electronic communications subscribers will be used. Angela took the action to make minor updates to the questions and incorporate into SurveyMonkey.
- b.** Angela identified a potential future opportunity for programs related to pets (i.e., obedience classes), the sense of the commission that this is something to be explored.

**G. Other Business**

**Next Regular Meeting**

The next meeting is scheduled for Thursday February 17, 2022, at 7:00PM.

**Adjournment**

There being no further business, Angela Ames made a motion to adjourn the meeting at approximately 8:17 P.M. The vote was unanimous, the motion was carried, and the meeting was adjourned.

Respectfully submitted,

*Mark Turner*

Mark Turner