

DRAFT

Churchill Rink at Jackson's Landing Advisory Committee

Wednesday, November 14, 2007

6:00 PM

Durham Public Works Dept – Stone Quarry Drive, Durham, NH

Members present: Mike Lynch, Doug Bullen, and Andy Buckman – DPW;
Cathy Leach – Town Council rep; Cheryl Hoffman, Rick Szilagyi – citizens.

Members absent: Bob Karelitz, Mike Mullaney - citizens

I. Approval of Agenda

- At 6:07PM the meeting was called to order and the agenda was approved.

II. Approval of minutes

- Cathy Leach made a motion to accept the October 10, 2007 minutes. Mike Lynch seconded the motion and it passed unanimously.

III. Public Comment - None

IV. Facility update -

Doug Bullen updated the committee:

- Fencing is up and painted (safety issue)
- New lighting has been installed on exterior near vehicle drop-off, parking area, and signage
- Reinstalled lighting by the locker rooms
- A free machine offering soda, water, sports drinks, from which the rink will benefit from sales
- A new outlet for the soda machine

V. Budget Update

Mike Lynch updated the committee on two financial documents:

- Expenditure Report for the current year for the rink (Sep – Dec 2007)
- 2008 Proposed w/Actual for Jan – Dec 2008

Reviewing the numbers for the current year, Mike demonstrated that we are right on target. The contingency and capital project lines were discussed.

VI. Discussion of capital improvement plan

- In addition to a list being formulated by Andy, Doug and Mike, a new PSNH audit will lead to additional items.

VII. Rink Manager's Report

Andy Buckman reported.

- Regarding the repair of the refrigeration system, the boilermakers have been onsite; the old tubes will be out by the end of the week of Sunday, November 18. The new tubes should be installed by Thanksgiving. We are still on track to open the first week in December.
- The new hot water heater has been installed
- Arena lighting has been enhanced

VIII. Banner advertising implementation

- Cheryl Hoffman reported that seven banners have been or are close to being sold.
- Cheryl circulated a list of targets for the committee to review.

IX. Community event update

- Cathy Leach suggested we find another Saturday night for a Teen Night. It could be soon after ice-in, or near the end of the season.

X. Discussion of public information plan

- Cathy Leach and Rick Szilagyi will develop a list of key contacts as a start.

XI. Old Business

- Rates were discussed. The economics of the rink could call for increases next year. Cheryl Hoffman stated that the OR Hockey Boosters would appreciate a discounted rate for their clinics put on for the children of the community. Cheryl stated that the Boosters are dedicated supporters of hockey, and that hockey supports our rink. Cheryl continued, stating that they are selling banners, attracting new skaters to the shrinking ORYA hockey program, and all ice purchased benefits ORYA programs.

Mike Lynch made a motion that a rate of \$165 be extended to the OR Boosters, for this season ending April 2008. Cathy Leach seconded the motion, which passed 2:0 with Cheryl Hoffman abstaining.

XII. New Business

- At the next meeting of the Town Council, the council will be voting on declaring a vacancy on the committee and removing Bob Karelitz from the committee, due to his concern about time constraints
- Tim Quint was discussed as a potential member
- A committee report is due by December 3rd. Cathy and Mike Lynch will work on it.
- The next meeting will be on Wednesday, December 12th, at 6:00PM. Rick stated that he would not be able to attend.
- There being no other business to discuss, the meeting adjourned at 7:30PM.