

Henniker Community Center Activities Committee  
Meeting Minutes December 5<sup>th</sup>, 2016 7:00pm

**I. Call to Order**

MaryEllen Schule called the meeting to order at 7:02pm.

**II. Attendance:**

MaryEllen Schule, Marti Capuco, Nicole Adler, Shannon Camera, Heather Marino (via phone)

**III. Minutes:**

Shannon motioned to accept the November minutes. Heather seconded the motion. The minutes were accepted unanimously.

**IV. Teen Center:**

- The teen center will be open for the 7/8<sup>th</sup> grade activity periods on December 9<sup>th</sup> and 22<sup>nd</sup>. Nicole will open from 1:45-2:50PM
- Cider was spilled on 11/22 and the floor is still sticky. The spill was wiped up with paper towels and some dish soap that was in the kitchen, but the floor really needs to be washed.
  - There have also been bathroom cleanliness issues in the past
- Candy is now locked in the office when the teen center is not open.
- Schedule:
  - 12/9: MaryEllen and Nicole
  - 12/16: Shannon and Heather
  - 12/23 & 12/30: closed- no school

**V. Upstairs Checklist**

- The Community Center has been cleaned up.
- It was thought that non-residents should pay a higher rental fee
- It was agreed that a checklist should be provided to renters of the Community Center. It should be handed out with the keys and turned back in with the keys.
- A copy should also be posted in the Community Center
- The checklist should let renters know what is expected from them as far as cleaning and furniture arrangements go.
  - Tables and chairs should be wiped down and clean
  - Tables and chairs should be folded and put away
  - Trash and any decorations should be removed
  - Lights are off and door is locked
- There should also be contact information on the list
  - Who to call with issues—especially as the town hall is often closed on the days that the center is rented
  - An area should be provided to list any maintenance or cleanliness issues. And for the renters to provide feedback on the facility
  - There should be a notice of where items left behind will be (donated, trashed, at town hall?).
- Hopefully this will help keep renters accountable for leaving the center clean and ready for the next guests.

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- This also applies to any committees that may use the Community Center.

**VI. Other**

- Zumba with Erin Wasserman was supposed to start on December 1<sup>st</sup>, but they did not show.
- Marti spoke with Peg Keeler about possibly bringing cardio-drumming to the Community Center
  - Peg Keeler was excited about the idea and suggested a 4 week series on Wednesdays from 5-6PM. It would start in January for school aged kids and older.
  - She is scheduled to do a demo at the HCS assembly on 12/22
  - HCCAC has agreed to sponsor cardio-drumming- the town rental fee will be waived
- Nicole had suggested trying to do a Peeps diorama contest in the spring.
  - Who would this be open to? The less we limit, the more entries we may see
  - When would this be held?
  - Will this be a display only event or build and display in the same day?
  - Should there be a theme, such as Henniker history?
  - What materials would the Community Center provide? What rules need to be followed?
  - Nicole will bring an example and more information to the January meeting

**IX. Adjournment**

MaryEllen motioned to adjourn the meeting. Marti seconded the motion. All were in agreement and the meeting was adjourned at 8:00PM.