ATHENS COMMUNITY CENTER ADVISORY COMMITTEE

Draft of Minutes of September 1, 2022 meeting

. The meeting was called to order at 6:35 by chairperson Sandi Capponcelli. Present were Sandi, Tina White and Krista Gay, committee members. Also present was Don Capponcelli.

. The minutes of the Aug. 4, 2022 meeting were approved without any additions or corrections (Krista moved to approve; Tina seconding. Carried to a vote and passed).

. There were no changes to the agenda.

**. Review of the August 29 “Un-Tag Sale”-** Proceeds from the event were $234.51. Turnout was lower than what was hoped for.

* A late-August date is still desirable for a future summer event, however improvements for promotion and planning were discussed:

1. We need to advertise earlier, with articles on the Community Center as well as postings in more public spaces.
2. We need to make arrangements more in advance for other activities including games and attractions for children, produce from local farms, a raffle with a minimum of 6 items, and possibly live music.

* A new name would be desirable for the summer event.

**. Halloween Party Event** – Date and time for the event was set at Saturday, Oct. 29’th, 5PM to 8PM. The event will be open to the wider community.

Krista and Tina had brainstormed ideas for the event in advance of the meeting (Both are willing to provide chili for the party). Hot dogs will also be provided:

* Decorations will be simple (balloons and streamers).
* A costume contest will have separate categories for adults, teens and children.
* Games will include eating a donut off a string, pin the stem on the pumpkin, and others.
* Prizes will include $10.00 gift cards from Dunkin’ Donuts, Subway and local movie theaters.

Expenses for the party (including condiments and paper goods) will be paid out of proceeds from the un-tag sale events. Candy budget was set at $200.00.

Advertising will start by mid-September. Sandi will contact the Commons and the Vermont Journal. We will also advertise in the Athenian and newsletters for Grafton and Saxtons River. Krista proposed layouts for 3 different posters, from which a choice was made for posting in public spaces. Krista also suggested a reverse-trick-or-treat strategy for door-to-door advertising.

* In 2023 we would like to include a hayride, as well as to solicit teens to provide a haunted house in the basement level. Sandi will contact VLCT to inquire about covering liability concerns with regard to the hayride.

**. Next steps for building** – We need to check with the Selectboard on what the $8,000.00 Town Ledger item for the building can cover (Can we purchase trash & recycling cans out of that budget?).

* Sandi is to meet with Janet Perry to discuss ARPA and other grant funding as well as funding for matching grants.
* Community volunteer work can move to painting the assembly room interior doors and refurbishing the “coat room” off the main entrance.
* Don is to check to see if the pull handle on the main entrance door meets current ADA reach-height requirements.

We have received quotes from HB Energy Solutions for LED conversion kits for the existing interior lighting, air-source heat pumps (“mini-splits”) for the main floor level, and a 22KW back-up generator. Don has also worked with Farnum Insulators to arrive at a budget for upgrading the attic insulation to R-60. Don, Hannah Regier and others are to start visiting other towns to get ideas for a 6-hour-fire-rated vault. All of this work will be grant-fund-dependent. The Committee agreed that ceiling insulation and lighting are our #1 priorities, followed closely by ADA rest room upgrades and possibly new flooring foir the assembly area.

. There was no further business.

. The meeting was adjourned at 7:35PM (Krista Gay moved to adjourn; seconded by Tina White).

Respectfully submitted,

Don Capponcelli