

Minutes of Meeting Rec Committee

5.14.18 Draft

Call to Order at 4:30 pm

Adjourned at 8:00 pm

Present: Holly McCann, Linda Blood, Donna Carter, Elaine Bodwell

Guest: Emma Quimby, Summer Camp Director

Meeting was called to discuss Kensington Summer Camp 2018 matters. Interview was scheduled with applicant for Assistant Camp Director/Counselor position at 5 pm. We went over the interview questions and agreed upon interview process.

Donna had to leave at 5 pm but wanted to express her support for the interview candidate. She has personally known the candidate for a number of years. Interview took place at 5 pm. Group consensus was to recommend to the Board of Selectmen that we hire this candidate. Kathy Felch will be asked to assist in determining the proper salary level. Candidate has served as Camp Counselor in Kensington in prior year.

Other Summer Camp Matters Discussed:

1. Beach Day for campers: bus contract and beach parking contracts
2. Counselor applications: Camp Director will review, contact candidates where needed, and submit recommendations to Rec Committee within next couple of weeks. Kathy Felch will be contacted for assistance with the salary levels for repeat Counselors.
3. Recommended Counselors will need Background checks performed by Kensington PD These take 2 – 3 weeks.
4. Camp Director will review inventory in Park bunker and make recommendations for any items which we need to purchase.
5. Camp Director will begin to think about the Park Emergency Plan desires. She, with Rec Committee will meet with Chief Sanders and Chief True to develop a solid plan prior to camp opening. Holly had obtained information from KES Principal on a template for after school programs which could be adapted to extended stay camp at KES.
6. Camp Director will meet with KES Principal to discuss use of school, any special needed items, access badges, etc.
7. Holly will arrange for space to conduct the Camp Orientation (Town Hall) and has spoken with Chief True about getting the CPE, first aide, Epi pen, and defib operation training conducted.
8. Camp Director will contact Kathy Felch for information on latest count of camp registrations.
9. Camp Director was able to access the Kensington Summer Camp email account and successfully use. Keys were provided to Camp Director for gate key and concession stand key. Emma will talk to Kathy about access for walkie-talkies and cell phone.

Next meeting of Rec Committee is 6.13.18 at 7 pm. Town Hall. Emma, Camp Director, will provide a Summary Briefing of Summer Camp Plans as it will be last regularly scheduled meeting prior to program start.