

Attendees: Ron Richter, Amy Hamilton, Victor Garofalo*, Julie Halloran, Virander Kaushik, Mike O'Donnell **, Robin Steele**

Discussion about the Revolving Fund and the Town Audit with Victor Garofalo, Town Finance Director/Treasurer/Collector:

- Reviewed the audit report and Amy mentioned changes that will take place this year in terms of handling money and deposits as recorded in the audit response. Amy will explore iPad or other electronic cash register application for use in the concession stand.
- Noted intent to follow up with Finance Committee in the fall regarding the performance of Springs Brook Park summer 2018.
- Victor and Amy will look at options for obtaining more timely financial results during the summer.
- Fee setting for the concession items was discussed, with an increase in fees suggested as a means of working toward a break even model for the concession operation.
- Victor will work with Amy to update the Revolving Fund forecast by July in order to use the information for fee setting for fall programs.
- There was a brief discussion about overhead and what constitutes overhead expenses. Amy explained that salaries, supplies, brochure and other costs not directly associated with specific programs are typically included.
- Victor may reach out to the auditors for suggestions for overhead allocation methods.
- Victor adjourned to the FinCom meeting at 7:30.

Next discussion Summer Adventures fees for summer 2018. Virander made a motion to accept the fees below and Julie seconded the motion. Vote 3 – 0 – 0 in favor.

Summer Adventures Fees 2018:

Junior Adventures (2 Week Sessions):

9:00 - Noon: \$475/Session 1, \$510/Session 2/3

9:00 - 3:00: \$505/Session 1, \$540/Session 2/3

Summer Adventures (2 Week Sessions):

9:00 - 3:00: \$475/Session 1, \$505/Session 2/3 **Adventures Away (1 Week Sessions):** \$384/week (July 2 week \$307)

Early Bird: \$80/Session (July 2 week \$72)

Extended Day: \$216/Session 1, \$240/Session 2, \$216/Session 3, no Ext Day Aug. 10

Counselor In Training (CIT): \$200/session

Next discussion Kids' Club fees for Summer Fun 2018 and School Year 2018 – 2019. Julie made a motion to accept the fees below and Virander seconded the motion. Vote 3 – 0 – 0 in favor.

After School Program: \$31/day

Before School Program: \$13/day

Vacation Day (7:00A – 6:00P): \$67/day

**Commissioner Michael O'Donnell arrived. Commissioner Steele arrived shortly after.

Next discussion Springs Brook Park.

- Julie agreed to take the lead with member recruitment. She will follow up with the Park's social media support group.
- Ron will follow up with Julie Turner of The Citizen to disseminate information regarding the 2018 operating model.

- Donations will be solicited for the purchase of a slide or other amenity. Amy will follow up with Victor about logistics of donations.