

# NOTICE OF MEETING

Posted in accordance with the provisions of M.G.L. Chapter 39  
Section 23A as amended.

THE MEETING OF:

*Recreation Commission*

BOARD OR COMMITTEE

2017 MAY 17 A 8:24

## AGENDA

DATE: Monday  
May 22, 2017

TIME: 6:00 p.m.

PLACE OF MEETING:  
Camp Kiwanee  
Main Lodge  
Hanson MA 02341



### Open meeting – Attendance

### Approval of Minutes –

(Please sign all pages of minutes)

### Report of the Subcommittees

Vote on necessary work/expenditures involved for all subcommittees.

### Department Head Update(s)

Caretaker Meeting Update  
Review and Approval Job Descriptions-  
Caretaker, Assistant Caretaker  
Re-Vote Job Description-Beach Director  
Seasonal Employees  
Office Desk Update  
Dude Solutions/Computer Software Update  
Sounder Systems  
Personnel Spreadsheet Update/Time Sheet Revision Update  
Yoga in Nature and Cranberry Cove Media  
Gator Update  
Plumbing Update/Electrical Work Update  
Cabins-Compliant Update  
Inventory-File Update, Labeling Update  
Dock Research

### New Business:

Lauren Perkins Cancellation 07.21.17  
Nancy Mitchell Cancellation 10.14.17  
Yoga  
New Lodge/Cabin Rental Applications with New Logo  
Frontier Cabin-Fireplace  
Programs/Events  
Keys/Authorization Access

### Old Business:

Erin Finnell Follow Up  
Farmers Market Update  
Caretaker Safety Equipment Update  
Staff Shirts Update  
CPC Update  
Camp Kiwanee Clean Up Day Review

### COVE:

Cove Interviews Update  
Cove Clean Up Day Update  
Hiring of Staff  
Cove Sign up Activities  
Cove Swipe Card Update  
Cove Sign Ups