

# Shelburne Recreation Committee Meeting Minutes for 5-9-24

**Attending:** members Diana Hardina, Mary Lou Gallup, Stefan Topolski, and Norman Beebe

1--- **Approve minutes** for April.

2--- **Woodland Partnership grant** – submitted for \$22,000. \$13,000 to restore the Cowell outdoor courts and line additional pickleball courts, and \$9,000 to improve and expand trail access.

3--- **Town Meeting debrief** - \$55,000 approved for Cowell repairs/maintenance/improvements, and \$3000 approved for our use. The latter is an increase and these funds we can be spent without Selectboard approval. Also, a zoning by-law requiring permitting for municipal and non-profit trails was repealed.

4--- **Cowell Facilities Director report** – John is absent but he emailed this report.

- I have turned off the heat pumps for the season and will continue to monitor the humidity levels.
- The Hilltown Draw Around was a huge success. They have asked for time to remove the materials that they have been storing in the basement and attic and I will be working with them to that end.
- Annual town meeting approved phase 1 of the capital repairs and I will be looking to start the process shortly
- No additional monies have disappeared

5--- Updates

\* **Arms Field restoration** – work should start soon. It needs to be completed and paid by June 30<sup>th</sup>.

\* **Code of Conduct** – the *Protocol for Code of Conduct Violations* was approved by the town administrator without changes. The *Code of Conduct* and *Protocol for Code of Conduct Violations* are attached. Norman has been unable to meet with one of the parties involved in the Code of Conduct violation brought up at our April meeting. He has arranged to meet with this individual next week.

\* **Draw-around** – Diana thought there were fewer kids. John reported it as “a huge success.”

\* **Pickleball (be sure to approve expenditures)** – expenditures approved.

\* **Basketball** - Diana will purchase basketballs, and she will also look into alternatives to our current system of hanging hoops for use by the younger children. They are quite heavy and daunting for some to install.

\* **Ping pong** – Diana wants to be able to lock people out of the space when not in use. Maybe install a door or get a lock for the door near the elevator. Diana will talk to John about this. She also is looking for comfortable seating. Finally, we give Diana approval to purchase a third ping pong table if she sees one.

\* **Volleyball** – Stefan approved to purchase needed equipment (balls, a net, stanchion floor protectors). We will also get word out that we are looking to have a person or persons step forward to get volleyball going again.

6--- **Discuss idea of broadening the name of the Cowell Gym to more reflect its usage** – Mary Lou feels we should have a broader name for the Cowell to reflect its usage and importance to the community. General agreement but we decide to give it more thought.

7--- **Any other business or updates** – Mary Lou reports that the CPA committee, she is our representative, is working to get the application process in place for FY26 awards

8--- **Next meeting** – Wednesday, June 5<sup>th</sup> at 6:30 pm in the Cowell.

# Cowell Gym Code of Conduct

1. Foul, abusive or obscene language is not permitted anywhere in the building.
2. All visitors must show respect and courtesy to others regardless of race, gender, creed or ability while in the facility.
3. All visitors should encourage good sportsmanship by refraining from expressing negative or insulting statements.
4. Acts of physical or verbal aggression by players, coaches, parents, spectators or officials is strictly forbidden under any and all circumstances.
5. All children under the age of 12 must be accompanied by a parent, guardian or designated adult.
6. No pets are permitted in the building with the exception of service animals.
7. Smoking, vaping, spitting or consumption of alcoholic beverages is prohibited.
8. All visitors must respect the facility and report any person or persons damaging the property by calling the Cowell Gym Director, John Walsh, at (413) 775-3274.
9. Visitors should keep in mind that this gym is a place for fun and personal development for all ages and abilities, and will create a positive environment for all other visitors by honoring this Code of Conduct.

# Protocol for Dealing with Code of Conduct Violations

The committee recognizes that most code of conduct violations will be dealt with by the affected individuals themselves. In instances when the affected individual feels there was not a satisfactory resolution to their concern they may bring their concern to the recreation committee. Individuals can bring their concern forward by speaking to a member of the recreation committee or emailing the recreation committee at [cowellgymnasium@gmail.com](mailto:cowellgymnasium@gmail.com). Individuals may bring forward their concerns anonymously if they wish.

Once the committee receives a complaint, they will follow this procedure.

## Informal Resolution

- 1-- The committee will identify either a member of the committee or the Cowell Gym Director to spearhead this informal resolution.
- 2-- The committee's designee will gather information. They will speak to the individual(s) who has/have brought forward the complaint as well as the person/persons the complaint has been brought against.
- 3-- The committee's designee, if they feel this to be the appropriate course of action, may issue a warning to the offending person(s).
- 4—This process may be repeated as appropriate.

## Formal Resolution

- 1—If the ***Informal Resolution*** process does not work, the committee will invite the offender to a meeting of the recreation committee. This will be done in Executive Session with proper and appropriate notice given to the offender.
- 2-- At this meeting, the offender will be able to address the ongoing concerns the committee has about their behavior in the gym.
- 3-- The committee at this meeting may issue the offender a warning that their gym privileges may be revoked.

## Revocation of Gym Privileges

- 1—The Recreation Committee may vote to revoke an individual's gym privileges. If this action is taken, the Recreation Committee Chair will inform other departments/town officials as appropriate.