

Final Meeting Minutes
Temple Recreation Commission
Town Hall Annex
January 11, 2023
6:04 PM

Attending: Vivian Wills, Jill Connolly, Dan Cournoyer, Elicia Gettings, Gretchen Whitcomb.

Meeting called to order at 6:04PM by Vivian.

- Discuss 'Letter of Agreement' for various events sponsored by the Recreation Commission. Vivian presented an overview of the general form, and suggested minor edits, and should be re-typed. Template for the 'Letter of Agreement' is based on a similar forms from other towns.

Clarified procedures for collection of financial donations, and which bank accounts shall be used. Current accounts are Recreation Budget, Recreation Revolving Fund, and Donation account.

Reviewed possible needs for insurance for certain events, and highlighting insurance requirements for certain uses of the Temple Town Hall.

Discussed End of Agreement provisions, and notice to involved parties.

Motion to accept 'Letter of Agreement' as edited by Vivian, 2nd by Gretchen. All in favor.

- Preliminary discussion of 'Letter of Waiver of Liability' aka an "Intake Form" for certain Rec-sponsored events. Reviewed various form templates from other nearby Towns.

- Reviewed summary for the Annual Report. Brief summary should include Thanksgiving Dinner at TES, 'Celebrate Temple' event, and Gingerbread House creation.

- Reviewed recent complaint email sent to Recreation Commission concerning an interaction at a recent Tai Chi lesson. Classes have been suspended until resolved. Vivian contacted relevant parties, including the Select Board.

Meeting adjourned at 6:54