

## **Corinna Community Center Committee Duties and Responsibilities**

First, the Board will need to decide if this is what they would like this committee to be named. I think it sounds better than the elementary school committee, the Eastland school committee, or any such variation that has “elementary” and “school” in it. The town has decided to keep the building, now let’s make it a building that the Town will use, with a proper name. It is no longer a school. It is now and forevermore a municipal building.

What needs to be decided are the duties and responsibilities of this committee. My proposal is contained herein.

The building needs some sort of plan for use. It would be the Committee’s responsibility to come up with a plan on what portions of the building will be kept, what will be eliminated, what will be updated/modernized/retrofitted – knowing that the furnace room needs to be moved above-ground, the bathrooms need updating, and the asbestos flooring needs to be covered with new flooring, or removed completely. The Committee needs to devise a plan for the use of the building – this will help determine what portion of the school to keep and what portion to eliminate – if the facility cannot be filled and cannot help fund the expenses that will be incurred by using the facility. Will the building be best used for town office and renting to businesses? Maybe a poll to the residents for options/opinions. The committee should also determine the use of a custodian (not the hiring and oversight of the custodian, but the duties of the custodian). To make all these changes, it will be up to the committee to report to the Board of Selectmen and ask for public hearings and town votes, when the time is appropriate.

Once we have a strong direction, the committee would be responsible for appointing one or two members for the use and rentals of the building. It will be the responsibility of the Committee to determine who keeps the calendar. This individual will be responsible for making arrangements with the Rec Committee, as well, for the use of the building/gymnasium and fields, to prevent conflicts of double-booking. One person, should be responsible for collecting any monies associated with the rental or use of the building, including any funds brought in by the Rec Committee. This may or may not be the same person. The Committee will need to decide the amount of responsibility for each position and if combining the positions is possible. (The Rec Committee can still hold their fundraising event in the winter - basketball tournament – to raise funds for their scholarship fund). The committee will determine what, when, and who does the advertising. The Committee will set rates and/or a fee schedule to rent rooms by the hour, day, or week. It will be up to the Committee to determine the feasibility of renting long-term to businesses, and to proceed with such rentals. The Committee will determine if a daycare and/or summer program for local children will be well-received and well-attended.

The committee will need to decide who is responsible for grounds keeping – are we going to keep it as a public works expense, will it fall to the custodian, or will we ask for volunteers? The committee will decide who will be responsible for lining baseball and soccer fields for town recreational use.

The basketball and tennis courts are in need of repairs. There is a grant available for updating this project. The Committee will determine if we want to keep tennis courts and basketball courts, or if there is something we can install that may be more visited by the town residents, incorporating more age groups of the residents of the Town of Corinna. It would be the committee's responsibility to find, apply, and complete grant applications.

The Committee will consist of five individuals, and two alternates. The Committee will elect a Chairman, a vice-chair, a secretary and a treasurer. All Committee meetings will be public meetings and will follow FOAA guidelines – posting an agenda and meeting date and time seven days prior to the meeting.

The duties and responsibilities of the Committee may change, from time to time, upon review by the Board of Selectmen.