

AGENDA SYNOPSIS
Treadwell Arena Advisory Board
Friday, September 30, 2016
City Hall Room 224 - 5:00-8:30pm

Director's Report

- A. **Master Planning Update:** Please see attached document outlining the Parks & Recreation Master Planning process. [Page 3-4]
Presenting - Alexandra Pierce, Parks & Recreation Project Manager
- Importance of individual user group 5 year plan & goals
 - Relationship with user groups and the rink
- Presenting - Kirk Duncan, Director of Parks & Recreation*
- B. **Financial Report:** Review the Dashboard report [Page 5-7]
Presenting - Kirk Duncan, Director of Parks & Recreation

General Discussion

- A. **Communications:**
- TAAB email - The CBJ MIS department has indicated that we can set up an email.
1. The only current option is with TAAB members personal email addresses.
 2. A Parks and Rec representative (such as Lauren) will be required to manage the accounts going forward. This person will be included in all emails.
- *We must have a unanimous vote from all TAAB members for this to be set up.*
- B. **Ice time scheduling & potential contracting with core users:** We will continue our discussion from our July 19 meeting.
The goals will be to:
1. Identify a scheduling plan for the 2016-17 Season
 2. Identify what a "core user" is. Renter of 3 or more hours of ice per week?
 3. Review draft document to present to the core user indicating the expectations for the current season and the possibility of implementing a contract for the 2017-18 season if the requests are not met. This will be required for all core users. *[Current & draft document Page 8-9]*
- C. **Ice cancellation policy:** Review the current wording in the policy and adjust for the current or future seasons.
[draft contract document Page 9]
- D. **Marketing Goals:** Review the current Manager's marketing strategies. Review the upcoming marketing opportunities currently being implemented using our new Point of Sale System; eTrak *[document Page 11]*
- E. **Frequency of TAAB Meetings:** TAAB 2016-17 proposed quarterly meeting schedule