

**Sterling Recreation Committee  
Meeting Minutes December 30, 2020**

***Meeting officially called to order at 7:08 pm***

**Present:** Kristen Dietel (Recreation Director), Jo-Ann Cummings (Committee Chair), Heidi Grady, Bonnie Pulda, Deidre Shapiro

**Absent:** Andy Parker, Glen Donaldson, Mark Hryniewicz

**Guest:** Richard Maki

**New Business**

**Posting for New Director**

Discussion: Review current job description and edit/add items as needed to update

- ACTION ITEMS: Kristen
  1. Make changes, edits, and additions as suggested
  2. Post job summary to Town Website and other appropriate websites and boards sending them to the Town Website

Discussion: Review Job Summary

- ACTION ITEMS: Kristen
  1. Post job summary to Town Website and other appropriate websites and boards sending them to the Town Website

Discussion: Dates to open/close posting

- Open Dec. 31
- Close Jan 20

Discussion: Collection of the resumes

- Sent to the Rec Office (Sheri) and forwarded to Rec Committee on Jan 21 for review before next meeting

Discussion: Salary range is \$52-\$77

- If negotiate for more than Kristen's current salary, will have to ask for permission

Motion (Heidi): To post the job summary and description with the changes discussed

- 2<sup>nd</sup> Bonnie
- All in favor

**Old Business**

None

**Next Meeting Tuesday, January 26, 7:00pm**

- Proposed Agenda Items
  - Review Applicants
  - Review interview questions
  - Schedule interview dates

***Meeting adjourned 8:30 pm***