

**Village of Niles
Human Services Committee
Meeting Minutes
July 18, 2018**

The following Human Services members in attendance: Committee Chair George Alpogianis, Fitness Center Director Carl Maniscalco, Senior Center Director Kelly Mickle, Teen Center Director Mark Williams, and Family Services Director Tony Hollenback.

I. Call to Order

The meeting was called to order at 9:30 a.m. in Room 212 at the Niles Administration Building by Chairman George Alpogianis.

II. New Business.

a. Department Updates

Each department head provided an update on what has been happening over the last month; highlighting membership and outreach opportunities for each department. The given reports are attached as part of the minutes.

III. Open Discussion / Public Comment

- a. Trustee Alpogianis led a discussion of opportunities the committee should look at to further help the community.

IV. Adjournment

On voice vote the meeting was adjourned at 10:30 a.m.

Drafted on August 20, 2018

Approved on 8/21/18

Signed: 

Kathryn Angell, Deputy Village Clerk

Fitness Center Report-July 18, 2018

- Memberships are at 2527 as of July 1.
- Cycling Classic is planned for July 26 with Holiday Inn Express Niles as the title sponsor. Notre Dame College Prep is the site of the event this year.
- Online registration continues to grow
- Performance measures for FY2018 have been entered.
- 2019 budget has been approved.
- New spinning bikes will be delivered on July 16.
- Gym floor will be repainted and refinished in August.
- Pool will be closed Aug. 25-Sept. 3 for annual maintenance

Written and submitted by Carl Maniscalco, Fitness Center Director

Human Services Committee

July 18, 2018

Membership – 901

Block Party – Saturday, August 25

- Inflatables and Carnival Games
- Helping Hands Resource Fair
- Duck Race fund raiser for Niles Family Services

Staff is planning outreach events to condo associations in Niles

2 additional staff members have received training on the Senior Health Insurance Program (SHIP) in anticipation of Medicare D open enrollment

Written and submitted by Kelly Mickle, Senior Center Director

Teen Center Report- Wed. July 11, 2018 Info since last report on 4/24/18

Recent Accomplishments/ Events/ Programs

- Membership

- o current active members- 94 teens as of 7/1/18- per membership status report
 - o # of new memberships- 40 teens for period 4/1 to 7/1- per membership status report
 - o # of guest passes sold- 77 for period 4/1 to 7/1- per membership status report
 - o Guest visits- 187 for period 4/1 to 7/1- per membership usage report
 - o Member visits- 1170 for period 4/1 to 7/1- per membership usage report
- Average daily attendance for April, May and June is 27 teens per day.

Facility and Equipment Updates/ Replacement

- May 14- all teen center carpets cleaned by new cleaning company, requires significant effort of TC staff to pick up and move furniture for proper cleaning
- May 22- replaced carpet spot cleaner
- May 29- repaired and re-installed basketball hoop
- June 22- installed 12 new couches in game room
- June 26- public services assisted with the disposal of 12 chairs and couches that were over 20 years old and in poor condition
- June 28- installed double pop-a-shot game- donated by MB Financial Bank
- July 10- Mark provided 2 large boxes of legos for teens to use
- Currently in process of purchasing 10 used desk chairs for teen use in the computer lab

Staffing/Training

- Late April – Mid May- Mark attended a number of training session on how to use the new Munis financial software, implementation has been a bit bumpy but getting easier with time
- May 5- all TC staff attended Customer Service Training
- May 7- 3 staff attended Gemini track meet
- May 18- open from 11-7 pm to D63 early dismissal
- May 15 to May 25- school recruitment visits with approx. 3000 students
- May 23 to May 25- open early- 1pm for high schoolers during finals

Community Partnerships/Support/ Volunteers

- June 5- Niles police donated a bike to teen
- June 10- Late Night Party- 8 hours of volunteer service by family of TC staff

Continuing programs

- May 4- In house movie- Jumanji- 11 teens attended
- May 23- speaker series- Niles Fire Dept- Basic First Aid- 27 teens attended
- June 1- Movie Night Out- 9 teens to see Solo

- June 10- Late Night Party- 19 teens attended included pizza & soda, movies, game tournaments, dodgeball in mall hallway
- July 4- Niles Parade- 14 teens participate in NTC float
- Craft/Cooking projects continuing at 3x per month. 2x per month is a cooking project with Jamie and 1x per month is a craft with Maddie.
- Continuing weekly email blast to members and parents, posts to teen center webpage and facebook

Upcoming events- Summer/Fall Programs

- Summer trips include swimming at the Oasis Water Park and swimming at Magic Waters Water Park in Rockford
- Camp Old Navy Job Shadow experience will be held on Wed. July 25
- MNASR will be visiting the teen center on Tuesday July 31
- Movie nights- in house on Friday July 13 and at the movie theater on Friday August 3
- Mark will begin designing the fall programs in late July
- Back to School dance is scheduled for Saturday, Sept. 8 from 6:30-9:00 pm in the gym at the Niles Family Fitness Center

Written and submitted by Mark Williams, Teen Center Director

- a) South Asian Celebration – held on 7/12/2018, attended by 50 residents, extremely successful. Family Services is exploring having similar events for other cultures that live in the Village of Niles
- b) Foothold Technology – Family Services received the “Innovation Award” in the first year of implementation. Foothold is the new electronic health software used in the department
- c) Maine Community Youth Assistance Foundation – will be honoring Family Services as a “Community Hero” in their annual gala on 9/20/2018. We are honored to be recognized for our contributions to the community

Written and submitted by Tony Hollenback