



**RECEIVED**

By Town Clerk at 9:25 am, Jan 26, 2024

## TOWN OF LYNNFIELD MEETING NOTICE

POSTED IN ACCORDANCE WITH THE  
PROVISIONS OF M.G.L. CHAPTER 30A §§18-25

Version 7.1.10

**Board/Committee Name:** Recreation Commission  
**Day/Date:** February 1, 2024  
**Time of Meeting:** 7:30 pm  
**Location:** Lynnfield Meeting House

### AGENDA

- Call to Order
- Approval of Minutes from January 17, 2024 Meeting
- Old Business
  - Rec Comm Member Vacancy
  - Establish 2024 Roles
  - Conflict of Interest Training and Ethics Attestation - Update
  - Summer Rec Staff Outreach
- Programming Report (Rec Director, Program Director, Events Subcommittee)
  - Ski Club (Hazelton)
  - Early Release days (Staffing/Mary M)
  - Father/Daughter Dance
  - Mother/Son Bowling
  - Game Club
  - Other (Futsal, Soccer Shots)
- Fields Update (Joe Maney & Fields Chair)
  - Spring '24
  - Summer Baseball Clinic
  - Town Wide Yard Sale (February Agenda)
- Treasurer's Report
  - Compensation Report & Process
  - Programming Cash Flow Statement
  - Financial Planning & Analysis
    - Operating Margin Discussion
  - Reimbursements
    - Update on Process & Controls, Expenses, Town Debit Card
    - Cornhole Refunds
  - Capital Planning – Turf Account
  - Inventory of Existing Capital Assets
  - Fundraising (FOLR)
- Rec Center Update
- Open Space Committee Update

- Secretary's Report
  - Annual Calendar, Meeting Cadence/Location, Meeting Agendas, Minutes
    - Next Meetings: 2/15 and 2/28
  - Website Updates
  - Responsibilities for Rec Comm Roles
- Selectman's Update (As Needed)
- New Business
  - Compensation & Hiring Subcommittee Report
- Public Comment
- Closing
- Adjournment