

Dryden Recreation and Youth Commission
August 23, 2017

Members present: Stephanie Mulinos (Chair), David Peck, Diane Pamel, Deana Madigan, and David Bravo-Cullen

Town Hall Staff: Jack Davison

Liaisons Present: Kris Bennett, TCYSD

Recreation Department Update: Jack Davison

- The dance classes went well and they are going to hold another session over the winter if the instructor is interested
- The history class also went well and will hold another session over the winter
- The handball sessions were held three times. Although there was a lot of interest, not many people showed up.
- The new courts at Montgomery Park will be beneficial if they can put together basketball pick up games and pickleball games. The courts at the Park are nicely painted and Jack hopes he can get some local interest in the courts.

Quorum was achieved at 7:15PM.

- The interim Athletic Director, Larry Hinkle, might be interested in serving as the DCS representative on the DRYC. S. Mulinos stated that she will contact Mr. Hinkle.
- The courts have four-square and hopscotch but the net is set for pickleball.
- Football and cheer have started.
- Soccer will start in September.
- The Commission questioned whether J. Davison has time to do more long-term planning or is he still doing day to day planning. Jack responded it is still tough. He and Rex still have more to learn but he is starting to do more long-term planning as the day to day work. He is taking advantage of opportunities to attend conferences and seminars. He is trying to get as many grants as possible to help defer the cost of programming.
- Fit Trail - Jack has run into a wall concerning finding an organization to do the fund raising for the grant match. He is considering asking the Town Board for the remaining funds through the Recreation Reserve Fund. Right now, the Town has a grant of \$3,750 that has to be matched. If the grant is not used by the end of the year, it will be deemed void.

D. Pamel recommended that the Recreation Fund be used for the matching \$3,750.

Whereas, Kyle Hollenbeck of Valor Strength and Conditioning, presented a proposal for a "Fit Trail" to the Town of Dryden to be established along the Jim Shug Trail; and

Whereas, the Dryden Conservation Board passed a resolution in support of the Fit Trail; (April 26, 2016) and the Dryden Recreation and Youth Commission has indicated their support; and

Whereas, Mr. Hollenbeck confirmed the Dryden Department of Public Works is willing to assist in the Fit Trail maintenance; and

Whereas, the Dryden Recreation Department has stated that they can use the Fit Trail for programming; and

Whereas, the Recreation Department has secured a grant for half the cost (\$3,750) of the equipment; and

Whereas, the Recreation Capital Reserve Fund was established for the purpose of developing recreational facilities to support recreational activities in the Town; Therefore, be it resolved, the Dryden Recreation and Youth Commission request a match of \$3,750 be allocated from the Recreation Capital Reserve Fund for the purpose of purchasing the equipment necessary for the development of the Fit Trail.

D. Madigan seconded the motion which was unanimously approved.

- S. Mulinos asked Jack to develop a proposal or send her the information that she can use to generate a proposal providing a timeline, who is installing the equipment, who is maintaining the equipment, etc.
- The group discussed the manner in which the Montgomery Park volunteers were rallied and organized.

Review and approval of minutes from June 28, 2017.

D. Madigan moved to approve the minutes as presented, D. Pamel seconded the motion and the minutes were unanimously approved.

Cooperative Extension Budgets for OURS, Youth Employment, and Youth Development:

- There is a 5% increase over last year.
- The bussing for the OURS program will be partly covered by the DRCS.
- Lexi Hartley has resigned and the position is currently open. This means there will be a financial surplus this year but the assumption is that another person will be hired by January.

D. Peck offered the following resolution:

Whereas, *Tompkins County Youth Services and Cornell Cooperative Extension provide financial support to the Opportunity, Understanding, Respect, Success (OURS) program, the Youth Outreach Undergraduates Reshaping Success (YOURS) program, Youth Development and Rural Youth Services (RYS); and*

Whereas, *these programs provide services to the underserved youths in the town of Dryden; and*

Whereas, the Dryden Recreation and Youth Commission (DRYC) monitors and advises the programs and program directors of OURS, YOURS, Youth Development and RYS; and **Whereas**, part of the DRYC's mission is supporting and increasing access of town youth to programs that build skills, confidence, leadership, and supportive relationships with peers and adults;

Therefore be it resolved, the Dryden Recreation and Youth Commission requests the Town Board approve the funding requested (\$61,119) for continued OURS, YOURS, RYS and Youth Development.

The motion was seconded by D. Madigan and unanimously approved.

Request for Recreation Reserve Fund clarification:

S. Mulinos has sent a request to a couple of Town Board members asking for clarification on the Recreation Reserve Fund.

J. Davison said that J. Leifer has asked him for ideas about how to increase the fund. S. Mulinos and the rest of the Committee were confused. A Board member attended a DRYC meeting last year and asked them to find a way to pay down the reserve fund but Supr. Leifer is asking the rec department for ideas to increase the fund. S. Mulinos indicated she will be inviting Supr. Leifer to the next meeting for some guidance on this issue.

Rail to Trail update: D. Bravo-Cullen

It is progressing very well. Volunteers are clearing parts of the trail that have been overgrown. From Dryden to Freeville, they have all the easement. There are issues with crossing George Road but they are working on it.

Mix Brothers Gravel and RMS Gravel have been helpful with the grading and supplying stone.

The crossing of Route 13 near NYSEG is still an obstacle and the task force is working on it.

There being no further business, the meeting was adjourned at 8:17PM.

Respectfully Submitted,

Erin A. Bieber
Deputy Town Clerk

*Dryden Recreation and Youth Commission
Youth Development Programming Funding Request Form
Dryden Youth Employment Preparedness Program 2018*

What Youth development needs will be met through this program?

The Youth Employment Preparedness Program will provide meaningful and supervised activities for youth during the summer season, who have aged out of summer camps and are too young to become employed. An estimated 30-40 youth will participate in week long Employment Preparedness Programs that are based on service learning principles and practices. Ten youth will participate each week with seven weeks of programming that will include components of team building, employment skills and etiquette, involvement with Dryden businesses and projects, potential to provide certificate programs such as baby sitting certification, etc. This program was implemented in 2017 and although numbers of participants were lower than projected, the projects and community involvement aspects were very successful and were met with much enthusiasm by Dryden community members. This program will positively impact the youth of Dryden and the community at large by addressing the following trends:

Increase in risky behaviors

Increase in violent behavior and levels of violence by children of all ages

Increase in number juvenile arrests

Increase in mental health issues for juveniles

Misuse of technology by Youth

Uses of alcohol, marijuana and tobacco products

In addition this program builds on the synergy between youth and community by providing a forum for youth to learn about and contribute to their community while building self-confidence and developing employable skills.

How are these needs identified?

Dryden Youth Development Programming needs are identified through a variety of methods. A formal needs assessment is conducted regularly and the results are kept in the forefront of our minds when designing programs and the logistics for those programs, such as locations, programming length and content. Program Educators are also in close contact with school faculty and staff who often identify trends and needs that they see through their work with the youth.

What are the goals of the program?

The Program Goals are;

1. Awareness of career possibilities and what training or education they require.

2. Obtaining hands on applicable job skills, such problem solving, working as a team, efficient use of time, safety awareness, as well skills specific to particular projects.
3. Increased youth participation and engagement.
4. Workshops will be offered that will focus on resume building, the importance of handling legal documents securely and organizing needed documents for easy access.
5. Providing guidance in collecting and updating references will also be given.
6. Increased employment readiness for Dryden Youth, including job skills, ethics, resumes, interviewing skills.
7. Direction in proper dress, manners, communications skills and technology etiquette in the work place.
8. Awareness and involvement in community projects and assets.

How will the program be evaluated?

Pre and post questionnaires will be developed for youth participants and their parents/guardians. Programs will be monitored by the Rural Youth Services Coordinator. Feedback will be obtained from local businesses and participants in this project. Tompkins County Youth Services PQA and RBA assessments. Conversations with Program Educators and monthly reports also help keep program analysis current. Rural Youth Services welcomes site visits by members of the Dryden Recreation and Youth Commission.

Please Provide an Explanation as to any significant increase/decrease to the current or most recent budget.

Program Manager Salary line is increased by two percent to reflect the projected cost of living increase across the association in 2018. The New York State Workers Compensation Insurance costs will be decreased in 2018 from 2.5 percent to 2 percent. The total proposed increase for this program for 2018 is \$160.00.

Please describe the impacts on your programs of less than full funding. For example will the entire program be cut or would you make cuts in certain areas. If cuts were to be made to your budget where would they be made?

Cuts made to this budget would impact supply and material lines, and possibly the amount of youth potential youth that would be able to participate in the Youth Employment Preparedness Program.

*Dryden Recreation and Youth Commission
Youth Development Programming Funding Request Form
Dryden Youth Services Program 2018*

What Youth development needs will be met through this program?

Dryden Youth Services offers programming that provides programs during non-school hours that encourage healthy personal development and promote community involvement for middle –school aged youth. The Program Educator intentionally fosters relationships with youth, serving as a mentor, role model and trusted caring adult in their lives. Attention is given to creating environments where social skills are fostered and youth develop a sense of belonging and safety from bullying and peer pressure, where they can comfortably try new things and experience success. Youth are helped to navigate relationships and to move into leadership roles.

Youth who are in high risk environments and may have been unsuccessful in other group situations because of lack of social skills or special needs are intentionally recruited for programs through connections with school guidance counselors, referrals from school staff and observation in the school lunch rooms. Youth who are not interested in or comfortable with school sports, school plays, clubs, etc. often find a place to belong in Dryden Youth Services Programs.

During the school year programs are offered free of charge. During summer, small fees/donations are requested but no youth are turned away because of inability to pay. Those that can pay will help cover program costs. Programs are held at Dryden Middle School during the year providing easy access for youth. In the summer programs are scheduled at various locations throughout the municipality, including Varna, Freeville and Dryden Lake, to make programming accessible for families. Vans are occasionally available for trips within and outside of the community as well as for rides home after those programs.

Many programs offered include a service learning component through programs which youth have opportunities to learn while serving their communities.

How are these needs identified?

Dryden Youth Development Programming needs are identified through a variety of methods. A formal needs assessment is conducted regularly and the results are kept in the forefront of our minds when designing programs and the logistics for those programs, such as locations, programming length and content. Program Educators are also in close contact with school faculty and staff who often identify trends and needs that they see through their work with the youth.

What are the goals of the program?

The goals of the Dryden Youth Services Program are;

To promote healthy personal development in comfortable group setting with mentoring adult guidance to help youth navigate through the inevitable challenges and opportunities of adolescence.

The Dryden Youth Services Program intends to encourage group interaction, self-responsibility and leadership, with opportunities to contribute to their community in meaningful ways.

To create awareness of career opportunities within a vast array of special interest focuses.

To develop relationships with the Program Manager who offers mentoring and a positive role model as a caring adult for youth, this is a key to resiliency.

A primary objective for programming offered through Dryden Youth Services is to open windows of opportunity for the future, especially for youth from limited resource families and/or who may be experiencing difficulties in school or in their relationships with others. While programming is open to all youth, an effort is made to recruit a core of at-risk young people for every activity. Youth recruited have social economic, physical and or mental risk factors that limit participation and success in other positive youth development programming.

Programming focuses on;

- The development of personal resources (healthy choice options) and interpersonal skills needed to cope with pressures that might lead to unhealthy and antisocial behaviors.
- The development of empowered youth through building leadership skills and community service opportunities.
- The development of job readiness skills and exposure to a variety of career choices.

How will the program be evaluated?

The program will be evaluated through on-site visits, review of monthly program reports, and meetings with the Dryden Recreation and Youth Commission and the Program Educator. Feedback from visits, reports and meetings, as well as from program participants and their families, is used to refine ongoing programs and design valuable future programs. Feedback from these methods has been very positive and programs are almost always full to capacity, indicating youth interest and a sense of belonging at programs. Feedback aids in the creation of future programming information on areas of interest as well as program structure.

Feedback from performance reviews of the Program Educator's work generally yields powerful statements from participants, parents, and school personnel. They tell of strong relationships developed with Dave and of youth moving into leadership roles. They tell of youth who because of different risk factors, struggled to find activities where they felt like they belonged and found this in the Dryden Youth Services Programs. They also tell of the important impact these programs have on individuals and the community. The Dryden Youth Services Program continues to serve high numbers of youth, many participants attend multiple programs throughout the years they are eligible. Professional Development needs are assessed through the use of the Program Quality Assessment Tool which is facilitated by Tompkins County Youth Services Department personnel. Rural Youth Services always welcomes site visits from members of the Dryden Recreation and Youth Commission.

Please Provide an Explanation as to any significant increase/decrease to the current or most recent budget.

The Program Educator salary was increased by two percent as the associations projected cost of living increase for 2018. New York Worker's Compensation has been decreased for 2018 from two point five percent to two percent. As a result of the change of exempt status the historical week long trip to the Adirondacks is difficult to undertake within the parameters of a 40 hours. Over time and other costs associated to this trip were added to the trips and tours line in this proposal. The total proposed increase for 2018 is one thousand nine hundred and two dollars. Proposal requests have remained flat for the 2016 and 2017 budget years, as reserve funding was used to make up the balance of the operating budget.

Please describe the impacts on your programs of less than full funding. For example will the entire program be cut or would you make cuts in certain areas. If cuts were to be made to your budget where would they be made?

Dryden youth Services Programming could with stand very little cuts and continue in its current capacity, program expense lines have been cut for several years in a row. Program Participation fees continue to increase to help make up the difference. A large cut would result in fewer programming opportunities for the youth of Dryden. Possibilities would include fewer days of programming in the school year and summer months. In regards to the specific increase in the trips and tours line, a summer trip could still be taken with a shortened length if the full amount of proposed funding was not received.

*Dryden Recreation and Youth Commission
Youth Development Programming Funding Request Form
Dryden OURS Program 2018*

What Youth development needs will be met through this program?

The program; Opportunity, Understand, Respect, Success (O.U.R.S) is a unique component of Rural Youth Services offerings. O.U.R.S. provides positive youth development opportunities for low-income youth living in mobile home parks in Dryden. Youth from Congers, Hanshaw Village and Beaconview comprise the population of this program. Youth are transported home from programs by Cornell Cooperative Extension of Tompkins County vans. A new component for the 2017 -2018 school year is that transportation to the program will occur directly after school; youth will be transported by the Dryden Central School District, allowing for programs to begin earlier in the day. This will provide time for home work completion and a healthy snack before the mentoring portion of the program begins. The programs are planned and led by, The Youth, Outreach, Undergrads, Reshaping, Success (Y.O.U.R.S.) Cornell University volunteers and coordinated by a Program Educator through Rural Youth Services of Cornell Cooperative Extension of Tompkins County.

The O.U.R.S Program offers community based programs during out-of-school hours that encourage healthy personal development and promote community involvement. A high percentage of O.U.R.S. youth participants live near or just above poverty and are rurally isolated. Providing the programs at no cost and offering transportation give these youth access to healthy youth development programming during out of school hours.

The O.U.R.S Program is open to youth ages 7 through 17, which addresses the need of offering programming that focuses on younger youth while also including adolescents through a progression of opportunities as well as addressing earlier intervention for children in high risk environments. Youth participants who join the O.U.R.S. Program tend to stay involved year round, generally for several years. The resulting long-term connection with mentoring staff and volunteers and with the high standards of behavior encouraged at O.U.R.S. are factors that research shows makes a difference in youth outcomes.

How are these needs identified?

Dryden O.U.R.S. Youth Development Programming needs are identified through a variety of methods. A formal needs assessment is conducted regularly and the results are kept in the forefront of our minds when designing programs and the logistics for those programs, such as locations, programing length and content. Program Educators are also in close contact with school faculty and staff who often identify trends and needs that they see through their work with the youth.

What are the goals of the program?

The O.U.R.S. Program seeks to provide opportunities for youth to try new things and be successful in a safe and comfortable environment with the support of mentoring adults. O.U.R.S. encourages group interaction, self-responsibility and leadership with opportunities to contribute to their communities through service learning. Academic skill improvement is stressed and supported in Monday Mentoring. Youth are exposed to healthy life choices to help them cope with the inevitable challenges adolescents face. The program aims to give youth a sense of belonging and to open window of opportunity for the future.

How will the program be evaluated?

After each day of programming, the Cornell University Y.O.U.R. S. Volunteers and Program Educator debrief. Their feedback on challenges and successes is then used by the Cornell University Y.O.U.R.S. Executive Board at weekly meetings and volunteers to guide plans for future programs. The reward system began in 2008 and has been continually refined. Now each youth does a quick evaluation with a volunteer of how their day went at the end of each program. Successes lead to rewards, including being invited to special outings. Challenges lead to individual plans for future success. The Program Educator and Rural Youth Services Coordinator monitor programs by spending time observing and processing activities, program atmosphere and youth behavior. Consistent, strong attendance throughout the year and over the span of years indicates participant sense of belonging. The Cornell University Y.O.U.R.S. Executive Board evaluations of each program will continue to inform decisions and the systems of data and feedback collection described above provides valuable feedback.

Photo documentation provides value by showing youth enthusiasm and accomplishments. Family attendance at the year-end celebration provides an opportunity to recognize each youth for his or her accomplishments. Parent feedback regarding the program and the impact on their youth is consistently positive.

Professional Development needs are assessed through the use of the Program Quality Assessment Tool which is facilitated by Tompkins County Youth Services Department personnel. Rural Youth Services always welcomes site visits from members of the Dryden Recreation and Youth Commission.

Please Provide an Explanation as to any significant increase/decrease to the current or most recent budget.

The program Manager Salary line was increased by two percent as the cost of living increase for 2018 is projected to be two percent for the association. New York State Worker’s Compensation rates have decreased from two point five percent to two percent. The extension van usage program expense line was decreased by two hundred and thirty four dollars due to direct busing by the Dryden Central School District to 4H Acres. The total proposed increase for this program in 2018 is nine hundred and seventy dollars. Proposal requests have remained flat for the 2016 and 2017 budget years, as reserve funding was used to make up the balance. The consistent use of reserves is unsustainable and thus explains the increase of nine hundred and seventy dollars.

Please describe the impacts on your programs of less than full funding. For example will the entire program be cut or would you make cuts in certain areas. If cuts were to be made to your budget where would they be made?

The OURS program is essential for the youth that participate as they are underserved and truly need a place to find belonging, develop skills, and development positive relationships with their college mentors. The budget lines are already very tight, cuts would be difficult to navigate without loss of programming.

Youth Employment Budget

CCE Revenues	2017	2018 Proposed
Contract with the Town of Dryden	\$20,548.00	\$20,708.00
Total Revenue	\$20,548.00	\$20,708.00
Personnel Expenses		
Salaries & Wages	\$9,000.00	\$9,125.00
Program Support Fee	\$1,287.50	\$1,287.50
Youth Wages	\$2,037.00	\$2,037.00
Workers Compensation	\$276.00	\$223.00
Insurance	\$50.00	\$50.00

Personnel Expenses Subtotal	\$12,650.50	\$12,722.50
Program Expenses		
Employee Dev/Travel	\$839.50	\$900.00
Awards & Prizes	\$2,000.00	\$2,000.00
Trips & Tours	\$575.00	\$500.00
Telephone	\$100.00	\$100.00
Postage	\$100.00	\$100.00
Supplies	\$200.00	\$200.00
Meeting & Refreshments	\$900.00	\$900.00
Milage	\$300.00	\$400.00
Extension Van Usage	\$900.00	\$900.00
Equipment Under \$250	\$225.00	\$225.00
Printing & Publicity	\$300.00	\$300.00
Classified Ads	\$300.00	\$300.50
Program Materials	\$858.00	\$860.00
Program Presenters	\$300.00	\$300.00
Program Expenses Subtotal	\$7,897.50	\$7,985.50
Total Program Expenditures	\$20,548.00	\$20,708.00

Youth Development Budget

CCE Revenues	2017	<i>2018 Proposed</i>
Contract with Town of Dryden	\$47,017.00	\$48,919.00
Participation Fees & Donations	\$1,300.00	\$1,600.00
Reserves	\$751.00	
Total Revenues	\$49,068.00	\$50,519.00

Personnel Expenses		
Salaries and Wages	\$36,959.00	\$37,698.00
Program Support Fee	\$4,750.00	\$4,750.00
Unemployment Insurance	\$550.00	\$550.00
Worker's Compensation	\$924.00	\$759.00
Insurance	\$200.00	\$200.00
Personnel Expenses Subtotal	\$43,383.00	\$43,957.00

Program Expenses

Employee Dev./Travel	\$130.00	\$130.00
Awards & Prizes	\$45.00	\$45.00
Trips & Tours	\$150.00	\$1,127.25
Telephone	\$17.00	\$17.00
Postage	\$40.00	\$40.00
Supplies	\$50.00	\$50.00
Snacks	\$1,400.00	\$1,400.00
Milage	\$125.00	\$125.00
Extension Van Usage	\$1,000.00	\$1,000.00
Equipment under \$250.00	\$50.00	\$50.00
Printing & Publicity	\$228.00	\$228.00
Classified Ads	\$150.00	\$150.00
Program Materials	\$1,100.00	\$1,000.00
Program Presenters	\$1,200.00	\$1,200.00
Program Expense Subtotal	\$5,685.00	\$6,562.25
Total Program Expenditures	\$49,068.00	\$50,519.00

OURS Budget

	2017	<i>2018 Proposed</i>
CCE Revenues		
Contract with the Town of Dryden	\$25,693.00	\$26,663.00
Fund Raising/ Grants by YOURS	\$6,500.00	\$6,501.00
4H Private Support	\$1,000.00	\$1,000.00
Reserves	\$1,185.50	
Tech Wizards Support	\$4,175.00	\$4,175.00
Total Revenues	\$38,553.50	\$38,339.00

Personnel Expenses		
Program Manager Salary	\$27,000.00	\$27,200.00
Program Support Fee	\$3,562.50	\$3,562.50
Unemployment Insurance	\$550.00	\$550.00
Workers Compensation	\$675.00	\$544.00
Insurance	\$150.00	\$150.00

Personnel Expenses Subtotal **\$31,937.50** **\$32,006.50**

Program Expenses		
Employee Development	\$100.00	\$100.00
Awards & Prizes	\$75.00	\$75.00
Trips & Tours	\$75.00	\$75.50

Telephone	\$25.00	\$25.00
Postage	\$25.00	\$25.00
Supplies	\$32.00	\$32.00
Meeting /Refreshments	\$1,500.00	\$1,500.00
Milage	\$300.00	\$300.00
Extension Van useage	\$1,234.00	\$1,000.00
Printing	\$200.00	\$200.00
Classified Ads		
Program Materials	\$2,500.00	\$2,500.00
Program Presenters	\$500.00	\$500.00
Program Expenses Subtotal	\$6,566.00	\$6,332.50
Total Program Expense	\$38,553.50	\$38,339.00