



OFH Team Meeting Agenda

DATE: Feb 20, 2024

Program Highlights:



Kudos:

Projects:

- Erica Chua (Rec Manager) starts March 1
- Merging Teams – Next Steps – larger meetings soon - JH
- New Section Work Plan/Action Plan Items – On Hold
- RCCMV Facility Programming Planning Discussion
 - STEM
 - Family
 - Cultural/Holidays/Events
 - Music/Performance
 - Welcoming Feel
 - Other
- Alternate Facilities Plan
- COS Implementation
- Smart Rec Implementation
- Art Sponsorship

Program Update – Jeff

- March Calendar Due - Friday
- Battle of the Bands
 - Auditions – June 7 & 21
 - Finals – July 13th at Derby Days
- Songwriters Round Table
- OFH Dinner Nights
- Live Music, Group Guitar
- Unity Art Project – March 22 & 29, 5-6pm

Program Update – Tory

- D&D
- RYPAC Update
- December activities
- Adaptive staff update

Program Update – Jillian

- Staff updates – None
- Crochet on Wednesday

- PYP Kids class through 3/7 on Thurs. From 5-6
- Looking for some art replacement activities on Tuesdays for March, April, and June-Aug
- Summer Camp Updates - need to start looking at staff/contractor training and schedule for those

Staff Schedule:

- Schedule/Vacations
 - Jillian – April 3-19, June 3-7, July 9, Aug 16
 - Tory –
 - Jeff – Feb 22-23, May 28-31
 - Cameron –
 - Jackson –
 - Bobby – 3/12, 3/19, 3/28, 4/2, 4/9, 5/21, off summer starting June 18-August
 - Val -

Upcoming Activities/Schedule:

- Weekends – Shows, Recordings, Programs, and Rentals
 - Fri, Mar 1 – Live Music (Jeff)
 - Fri, Mar 15 – Live Music (Jeff)
 - Fri, Mar 29 – Live Music (Jeff)
- Other Building/Event or Rental Requests
 - Improv – Feb 24, 6-8:30pm (no support needed)
 - Improv Workshop – Mar 8, 8am-5pm – COR Program
- Reminder - Weekends – Lock it down or lose it!

Recording Studio Update – Cameron

- Internship Program
- FAB

Live Music Update – Jackson

Art Update – Bobby

Y.E.S Update – Val

Discussion Topics

- Welcome Packet and Collecting Information – Drop-In Regulars
- Sign-In Sheets/Attendance (Jackson)
- Clean Up Schedule/Closing Procedures
- Hallway Boards – Next Steps
 - Staff & Volunteer Board (Tory)
 - OFH History Board (Jeff, Kevin, Kat)
 - Resources (All)
 - Programs and Calendars
- Beat the Bunny 5K – March 30
- Safety Concerns
- Behavioral Concerns
- Supply Needs
- February Calendar
- Other?

Office Supply Needs – Order from [Staples](#)