

FINAL

**CITY OF LEBANON
STORRS HILL FACILITY PLANNING ADVISORY COMMITTEE
MINUTES November 11, 2024
Lebanon City Hall Meeting Room 1 & LebanonNH.gov/Live
6:00PM**

MEMBERS PRESENT: (/8) **Dan Mielcarz
Brett Sowerby
Angela Orlando (online)
Stephanie Vallee
Lauren Cockerill (online)
Cory Grant**

MEMBERS ABSENT: (1/7) **Trent Jones
Jennifer Meade**

STAFF PRESENT: (2) **Paul Coats (Recreation Arts & Parks Director)**

Guests: **Cindy Heath, Erling Heisted**

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2 **1. CALL TO ORDER**

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4 Paul Coats called the meeting to order at 6:05 pm.

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6 **2. APPROVAL OF MINUTES**

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8 Minutes were accepted as written by unanimous vote of the committee. Cory moved, 2nd by Dan. 6
9 yes. 0 no.

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11 **3. OLD BUSINESS**

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13 Drafting improvement recommendations. Cindy Heath was introduced as a contracted facilitator for
14 this process. Cindy began by reviewing the committee's charge. Key components needed when
15 formulating a plan are 1) Data, and 2) Story. Quantitative and qualitative inputs.
16 Items we could still use: Benchmarking. Ask a few other similar facilities about their operations. How do
17 they fund themselves? What do they offer? Participation rates? Maintenance? Goal is to learn what is
18 proving to be successful and identify trends.

19
20 Other quantitative info to gather? Closer look at City Master Plan and Strategic Plan. Learning area plans.

21
22 Cindy lead the team through a S.W.O.T analysis focused on the ski jumps. The analysis is included as an
23 addendum. Strengths: What do we do well? What do the people we serve and work with like about us?
24 What distinguishes us from other similar facilities?

25 Weaknesses: What can we improve? What do the people we serve and work with want to see improved?
26 Opportunities: What are the trends we should be aware of? Who are our potential partners in ensuring
27 success?

28 Threats: What do we need to prepare for? How are we vulnerable?
29

30 **4. Future Agenda Items**

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2 Homework:
3 Benchmarking – Paul will develop a question bank and list of other programs. Committee members will
4 share the responsibility of contacting the various programs.

5
6 Potential funders list: Specific list of funders.

7
8 Additional survey result analysis? Compile them into bullet points. Brett Sowerby.

9
10 Include lodge in SWAT analysis.

11
12 What is the timeline to achieve improvements?

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14 Next meeting November 26. 2024. 6:00 pm at City Hall

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17 **6. ADJOURNMENT**

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19 ***Paul Coats adjourned the meeting at 7:30 pm.***

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21 Respectfully submitted,
22 Paul Coats