

Topsham Community Center Committee
Minutes January 5th, 2026, Time: 5:15 PM

1. Call to order. Time: **5:21 pm**

Members: Leslie Byrne, Steve Kessler, Lynn Sirois, Alison Cary-Blais, Kathy Hunter, Kim Pride, Heather Rogers

Staff: Pam LeDuc

Staff absent: Mark Waltz

2. Invitation to guest present to introduce/ make comment to committee:

Evan Gleason, Topsham Resident, previously attended fundraising meeting- Interested in supporting this committee.

3. Any changes to this agenda? No changes

4. Any recent correspondence for discussion/ follow up: None

5. Update - Building Progress (Pam):

- Town is continuing conversation with Fair Association.
- Harriman – Comments/ Thoughts on final document for Mark Lee by this Friday 1/9/2026
- Review – Reminder to team to continue adding to volunteer list (if you are unable to edit – let Pam know as this should be a working document)

6. Proforma/ Operating Budget Update (Pam, Lynn, Heather)

- Heather reviewed changes that were made to the budget format since last meeting
- Revenue – Still need some updates from the town of some specific items
- Breakdown of different programs based on the youth/ adult/ senior/ family and special events
- **Next steps:** Programming for pool, utilities/ admin/ other expenses (current) would need to update to proposed and details regarding expected revenue

7. Committee Roles Follow Up Discussion (Team): Assigned committee specific roles:

- Steve – Treasurer (when needed)
- Kim – Internal Communications
- Heather – Secretary
- Leslie – external communication
- Alison – Co-Chair
- Kathy – Volunteer Coordinator
- Lynn – Co-Chair

The mission of the Community Center Committee is to understand the desires and needs of the Topsham Community to identify accessible, affordable, sustainable recreational solutions that will serve the multigenerational community and social connections among Topsham citizens.

8. Fundraising/ Capital Campaign Discussion (Lynn):

Discussion of updates from capital campaign (Maribeth) and next steps for this committee
Creating a sub-committee for fundraising efforts

9. Review minutes from December 8th, 2025, Meeting: Approved with changes

10. Follow Up Action Steps:

- Notes to Pam no later than this Friday for Harriman Report
- Heather to make additional updates the google doc (and share with team)
- Town (Mark/ Pam): Annual budget questions regarding revenue
- Update Agenda: Include spots for committee roles to provide updates for their role

11. Confirmation of next meeting date/ time: Feb 3rd, 5:15pm (downstairs)

12. Meeting adjourned. **Time 6:47pm**

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