

West Seneca Youth & Recreation (Lauren J. Masset) set up the first Recreation Commission meeting date and agenda. Moving forward, the Recreation Commission will need to set up their meeting dates, draft/distribute agendas, etc. This was in an effort to get the Recreation Commission started. West Seneca Youth & Recreation will not handle this moving forward.

West Seneca Recreation Commission
Meeting Agenda for 8/10/2021 at 10:00 AM

- 1. Attendance**
- 2. Minutes to Be Approved - N/A**
 - a. Jacqueline L. Balikowski is responsible for the August 10, 2021, Recreation Commission Meeting Minutes
- 3. Introductions**
 - a. Name, Brief "About Me", Why did you want to join the Commission, What are your ideas/goals for the Commission?
- 4. Supervisor Dickson Presentation**
- 5. Chairman Selection**
- 6. Recording Secretary Selection**
- 7. Open Meetings Law**
 - a. The NYS Open Meetings Law can be found here:
<https://opengovernment.ny.gov/system/files/documents/2020/09/open-meeting-law.pdf>
f. Members please review before the meeting and bring a copy of this document to the meeting with you.
 - b. The Recreation Commission is required to follow the Open Meetings Law. This means that the Commission must submit all meeting dates, times, locations, agendas, meeting minutes, etc... to the Town Clerk's office by the deadlines as outlined in the Open Meetings Law. This will be the responsibility of the Commission (ie: The Chairman or Recording Secretary). West Seneca Youth & Recreation will not handle this.
- 8. Town of West Seneca L.L. No. 3 Amendment**
 - a. The Recreation Commission e-code was updated on 5/17/2021. Please review the updated code, which can be found here:
<https://ecode360.com/WE0417/laws/LF1386667.pdf> *Members please review before the meeting and bring a copy of this document to the meeting with you.*
- 9. Recreation Commission Meeting Dates**
 - a. This will be the responsibility of the Commission (ie: The Chairman or Recording Secretary). West Seneca Youth & Recreation will not handle this.
 - b. Meetings must be held quarterly.
- 10. Plan of Action**
 - a. Members should begin to think about the Commission's plan of action, bring ideas, thoughts, goals, etc to the next Recreation Commission Meeting.
- 11. Adjourn**