

WALLACE TOWNSHIP PARKS AND RECREATION

January 18, 2016

Meeting Minutes **FINAL**

Present:

Marcell Moore
Rebecca Cesarz
Michelle Cleaver
Laura Braun
Carol Zindel

Others in Attendance:

Betty Randzin
Dana Daniele

Meeting called to order at 7:35 pm by Marcell Moore

Business Discussed:

1. Nominated and voted on officers. No changes from 2015: Marcell Moore will continue as Chairwoman, Rebecca Cesarz as Vice Chairwoman, and Michelle Cleaver as Secretary.
2. Movie night – general discussion, reviewed book with potential options
3. Next community letter will go out late Jan/early Feb, then just before Community Day, Ms. Randzin would like to include an insert as was done in 2015 to list the event dates for the upcoming year. Requested comments on the design and if changes need to be made from last year.
 - a. Committee discussed details later in meeting. Ms. Cleaver will send the finalized dates and times to Ms. Randzin.
 - b. The flyer from 2015 looked good and was easy to read. Could note there will be live music and a “carnival theme” for Community Day.
4. Tree Lighting Recap
 - a. Went very well, there was a great turn out, and a lot of volunteers
 - b. Need to purchase water based hot chocolate only; used ~ 3 jugs of water.
 - c. Cookies from Panera were well received
 - d. Had too much pizza
 - e. Pictures – Not doing for 2016. The app was slow to print, Ms. Randzin’s phone kept losing the network connection (to send pictures to the printer), and everyone was using a smartphone.
 - f. Need another option for music as well other than streaming – kept losing network connection.
 - g. Needed a special adapter to connect the phone to the sound system.
 - h. Bullhorn worked really well
 - i. Gift bags – ran out, but had some extra items brought just in case from storage
5. Egg Hunt
 - a. Discussed “bonus prizes” – Instead of a special egg, put a raffle ticket in the egg. 3 age groups, 3 colors of tickets, 3 prize tables of age appropriate items
 - b. Discussed potentially sorting by color for each group
 - c. Need to book “the bunny” for a visit
 - d. Need ~125 goodie bags
6. Work Sessions – 1st Wednesday of each month @ 7:30pm
 - a. 2/3/16 – finalize egg hunt plans, inventory, decide on advertising template for signs
 - b. 3/2/16 – pack eggs for egg hunt, fill gift bags(?), ask scouts for help if necessary
 - c. 4/6/16 – finalize community day requests for the board (BOS evening meeting on 4/7/16)
 - d. 5/4/16 – finalize and minor remaining community day requests for the board (BOS morning meeting on 5/5/16, last before community day)
 - e. 6/1/16 – may cancel if not needed
7. Meetings

- a. 2/15/16 – May not be able to meet, need 4 for a quorum, 2 members are away
8. Community Day
 - a. Potentially bring in businesses who are part of the community in some fashion? Will need board approval.
 - b. Need to verify chicken BBQ with Glenmoore Fire Company
 - c. Want to get the banner on Creek Road this year, maybe advertise for both Community Day and Movie Night.
9. Finalized dates and times for 2016 events as follows:
 - a. Egg Hunt – 3/26/16 @ 1pm No Rain Date
 - b. Community Day on 6/4/16 No Rain Date
 - c. Movie Night on 8/26/16 @ 8pm Rain Date 8/27/16
 - d. Halloween – Party on 10/29/16 @ 6pm & Trick or Treat on 10/31/16 No Rain Date
 - e. Tree lighting on 12/3/16 @ 6pm Rain Date 12/4/16
10. Ms. Moore discussed bringing new event ideas to the community in the future.

Meeting was adjourned at 8:53pm.