

# WALLACE TOWNSHIP PARKS AND RECREATION

April 5, 2017

## Meeting Minutes

### Present:

Marcell Moore  
Dana Daniele  
Michelle Cleaver  
Carol Zindel

### Others in Attendance:

Meeting called to order at 7:38 pm by Marcell Moore

### Business Discussed:

1. Approved minutes from 3/20/17.
2. Movie Night
  - a. Can't get Moana
  - b. Alternate Choices: 1. Finding Dory 2. Sing
  - c. Rain Date? Ms. Randzin to confirm 6/23/17 is available.
3. Easter
  - a. Set up at 11am in the park
  - b. Volunteers
    - i. Set Up – 2 from Sign Up Genius, 3 from Marcell, 2 from Carol
    - ii. Even – 1 from Sign Up Genius, 1 from Carol
  - c. Follow up with Betty
    - i. Golden Tickets done? Need 18
    - ii. Status of gifts in baskets (basket and toy to be given out by the Bunny), Betty to help distribute
    - iii. Cones and surveyors tape to mark areas
    - iv. Display board with dates ready? Make up smaller postcards for Easter?
  - d. Set up tables
  - e. Set up the Bunny by the decorated tree
  - f. Sound System – Ask Mr. Bainbridge to borrow his
  - g. Bunny arrives at 1pm, but ribbon after greeting the crowd
  - h. Signage – Ms. Cleaver can make additional pavilion signs
  - i. Need grocery bags for kids who don't bring baskets.
4. Community Day
  - a. Parade status
    - i. Registration – Set up letter form to reach out to potential participants
    - ii. Second letter can include details of the event
    - iii. Reviewed list of potential participants compiled by Ms. Zindel.

Meeting was adjourned at 9:08pm.