

# WALLACE TOWNSHIP PARKS AND RECREATION

April 6, 2016

## Work Session Minutes **FINAL**

### **Present:**

Marcell Moore  
Carol Zindel  
Michelle Cleaver  
Dana Daniele

### **Others in Attendance:**

Betty Randzin

Meeting called to order at 7:47 pm by Marcell Moore

### **Business Discussed:**

#### 1. Easter Recap:

- a. Per Ms. Randzin, the township received a lot of positive calls regarding the event. Several of the volunteers had positive feedback from attending parents.
- b. 1pm worked well and having the event the day before Easter was not an issue
- c. Different colors for each age group was well received.
- d. Negative – there was a lot of focus on the prizes and gift bags; little attention was paid to the visit from the bunny
- e. 2017 – Rope off areas and provide signs for each age group, separate the oldest kids more (9+ yrs old) – maybe rope off a path to a farther area, Keep younger groups of kids closer together
- f. Food – Increase amount of cookies up to 200 next year. Hot chocolate went well.
- g. Need a first aid kit available to care for minor injuries

#### 2. Movie Night

- a. The movies have been reserved based on availability

#### 3. Community Day

- a. Discussed layout of tents, inflatables, food
- b. Inflatables – Discussed changes in items to rent.
- c. Music – Use the juke box instead of live music this year. Bette's Bounces will give us a good deal.
- d. Will need additional money for Community Day – will request approval from the Board of Supervisors (BOS). Ms. Moore requested information regarding how much was spent on this event in 2015. Ms. Randzin will get an estimate together.
- e. Discussed using one tent for face painting (and rub on tattoos?) and a second as a resting area for attendees ("Cool Zone")
- f. Finalized games for the remaining eight (8) tents.
  - i. Planning to rent Tip a Troll and Crazy Driver
  - ii. Planning to make Football Toss, Duck Pond, Coke Toss, and Can Smash
- g. Food
  - i. GGS to run the snack shack
- h. Prizes – Will discuss logistics at the next meeting.
- i. Volunteers
  - i. Ms. Moore reported that former P&R board member Rebecca Cesarz would be happy to help recruit volunteers
  - ii. Use sign up genius again
  - iii. Able to find face painters? Ms. Zindel to follow up on.
  - iv. Ms. Zindel to follow up with the boy scouts regarding participating in the event. They could get service hours by helping man the tents.

- v. Ms. Moore will reach out to collegium for volunteers.
  - j. Will need signage to designate areas where balls and other prizes may be used. Must be away from the main event.
- 4. Banner
  - a. Ms. Moore will ask the BOS for \$2000 to spend on this at the next board meeting.
  - b. Hang by 5/9/16
  - c. Use for more than one event? Community Day and Movie Night?
  - d. "Wallace Community Events" or "Summer Fun in Wallace"
  - e. Drop down with event and time, two sided
  - f. Need PennDOT approval for permit (no fee)
- 5. Summary of BOS Meeting Items to discuss:
  - a. Banner
  - b. Community Day - \$1500 to finalize rentals
- 6. Minutes from the 3/21/16 meeting were approved.

Meeting was adjourned at 9:10pm.