

WALLACE TOWNSHIP PARKS AND RECREATION

May 4, 2016

Work Session Minutes **FINAL**

Present:

Marcell Moore
Michelle Cleaver
Mark Bainbridge
Laura Braun

Others in Attendance:

Ethan Matlack (Boy Scouts Rep.)
Hunter Moore (Boy Scouts Rep.)

Meeting called to order at 7:40 pm by Marcell Moore

Business Discussed:

1. Community Day Signs
 - a. Discussed text edits to the signs for by the roads
 - b. Banner for Creek Road
 - i. Using the township website to direct people to more information instead of trying to put it all on the banner
 - ii. Should be here by Friday 5/6/16
 - iii. Still need PennDOT approval to hang – would like it up by 5/16 if possible.
2. Community Day – Boy Scouts
 - a. Will have use of the rented concession stand with 4 windows
 - b. Board of Supervisors (BOS) has approved the rental of two 3' x 8' tables, snow cone machine, cotton candy machine, supplies to make 200 snow cones and 200 servings of cotton candy. If the scouts need more supplies, they will be responsible for the cost and should contact Betty Randzin ASAP.
 - c. Need: manpower, food handlers licenses, (Mr. Bainbridge and Mrs. Zindel also have), signage (big, neat, professional looking), lock box with starter change, non-latex gloves, scout shirts, hats, hand sanitizing station.
 - d. Snow cone machine must be run by an adult because of the ice shaver.
 - e. Scouts can set up two pop up tents behind for more space if necessary
 - f. Pricing – recommend \$2 for each
 - g. It might be beneficial to set up a donation jar and an older scout should be near the money at all times.
 - h. Not doing candy bars – Glenmoore Girls Softball (GGS) team typically sells these
 - i. Need to find out if the cotton candy comes with bags or not
3. Community Day – Music
 - a. Rented a juke box so guest can select songs from the library of 1200 available
 - b. If there is a line out, Mr. Bainbridge has an external speaker we can connect to it to broadcast music farther.
4. Community Day – Tents
 - a. Rented only 6 total for the games (Duck Pond, Football Throw, Ring Toss, Can Knock Down, Tip-A-Troll, Crazy Driver)
 - b. Community Day - \$1500 to finalize rentals
5. Next Meeting
 - a. Prizes/Prize Booth
 - b. Number Ducks
 - c. Recruiting Volunteers

- i. Mrs. Cleaver to set up an event in Sign Up Genius – 4-7pm, 1 hour shifts, 9 Stations (6 tents, high striker, two moon bounces for younger children)
6. Miscellaneous
 - a. Got water for volunteers in 2015 – should do this again
 - b. Need bug spray

Meeting was adjourned at 8:25pm.