

WALLACE TOWNSHIP PARKS AND RECREATION

June 1, 2016

Work Session Minutes **FINAL**

Present:

Marcell Moore
Carol Zindel
Michelle Cleaver
Dana Daniele

Others in Attendance:

Meeting called to order at 7:50 pm by Marcell Moore

Business Discussed:

1. Community Day
 - a. Prizes
 - i. Need 3 tables from the township building
 - ii. Label prize items for each category to prepare for Saturday
 - b. Scouts – Ms. Zindel to follow up with scouts to make sure they are on track and find out which adults will be attending.
 - c. Need 2 cases of water for volunteers
 - d. Game Tents
 - i. Homemade games are completed
 - ii. Discussed Duck Pond Logistics, Ms. Moore to label ducks
 - e. Volunteers – Ms. Cleaver has been posting requests via social media, Ms. Zindel will reach out to a scout distribution list. Currently have 8 of the requested 27 volunteers (not including P&R members)
 - f. Signage – Discussed additional signage, Ms. Cleaver will email details to Ms. Randzin.
 - g. Stakes – Stakes from previous years are currently being stored in Ms. Cesarzs barn.
 - h. Visitors – Need tables for government, state police, and ambulance representatives. These will be set up on the basketball court. Ms. Zindel and Ms. Daniele will bring “easy up” tents
 - i. Arrival
 - i. Inflates will be arriving at 12:30pm and Ms. Moore will meet them at the park.
 - ii. P&R members should arrive at 2:30pm
 - iii. Scouts will be arriving at 3pm.
2. Misc.
 - a. Ms. Zindel will create a sheet to collect information for people who are interested in helping with future events

Meeting was adjourned at 9:30pm.