

WALLACE TOWNSHIP PARKS AND RECREATION

August 17, 2015

Meeting Minutes

Present:

Marcell Moore
Rebecca Cesarz
Michelle Cleaver
Laura Braun
Danielle McDonough

Others in Attendance:

Carol Zindell

Meeting called to order at 7:12 pm by Marcell Moore

Business Discussed:

1. Approved minutes from 7/20/15
2. Movie Night – 8/22/15 @8:30pm
 - a. Discussed staffing for the evening
 - b. Set up at 6:30pm, start popcorn at ~7pm. We should consider buying bags of pre-popped popcorn in the future.
 - c. Porta potty lighting – Discussed using a small string of battery powered holiday lights. Ms. Moore will speak with Mike regarding securing them. We need to find a more permanent solution.
 - d. Will need to monitor where the kids are – since the park is technically closed, all guests must stay in the designated areas.
 - e. Some signs are up, need to put up the rest. Discussed locations that were decided on during the last meeting.
3. Halloween
 - a. 10/31/15 – 5pm trick or treating, 7pm party, no end time
 - b. Category – change “ugly” to “gruesome”
 - c. Dinner time – 7-7:30pm, Ms. Cesarz to contact Just Mom’s regarding pizza (stagger 2 deliveries), provide popcorn for a snack.
 - d. Music – should have some kind of background music
 - e. Pictures? – Try to rent a booth, but use our printer as a back up
 - f. Parade – Start lining up at 7:45pm
 - g. Other activity ideas:
 - i. Hay ride – need to advertise better
 - ii. Tic Tac Toe on the tables (6) with mini pumpkins
 - iii. Guess the weight of the pumpkin
 - h. Ms. Moore volunteered to MC the event, Judges can be Park & Rec Members
 - i. Decided on the poster for advertising in the newsletter, no end time for the event
 - j. Discussed Prizes – iTunes gift cards for ages 9+ and Five Below gift cards for 8 and under.
 - k. Gift bags – have done in the past, but all agreed to not do this year.
 - l. Best dressed pet contest – Will need to propose to the board in September. Ms. Cesarz and Ms. Braun will plan to attend. This will help to include residents with pets, but no kids to participate in the event. The pets can be grouped together at the start of end of the parade.
 - m. Need speakers, a microphone, and someone to DJ. Will also need someone to MC the event. Ms. Moore may know someone who can help and Ms. Braun will ask around as well.
 - n. Need to be aware of timing so there is enough time for the board to approve any expenses.

4. Community Day
 - a. Need to bring a wish list of inflatables to the next meeting.
5. Misc.
 - a. Work session for 9/2 is cancelled.
 - b. Halloween to be finalized on 9/21/15
 - c. Ms. Cesarz would like to propose to the Board of Supervisors doing an interview with Ms. Zindell sooner than later so she may join the P&R Board. Ms. Zindell has been active on other township boards and throughout the community.

Meeting was adjourned at 8:10pm.