

WALLACE TOWNSHIP PARKS AND RECREATION

August 21, 2017

Work Session Minutes

Present:

Marcell Moore
Dana Daniele
Michelle Cleaver
Laura Braun
Carol Zindel

Others in Attendance:

Betty Randzin

Meeting called to order at 7:36 pm by Marcell Moore

Business Discussed:

1. Approved minutes from 8/2/17.
2. Community Day
 - a. Confirmed – no event at the church that day
 - b. Birds of Prey sponsors confirmed
 - c. Friday night – tents go up, Ms. Randzin will let us know what time, prizes to shed for storage
 - d. Meet at the park at 10am to start decorating
 - e. Need pavilion ready before noon in prep for the start of the GMFC BBQ
 - f. Flatbed arrives 12-1pm, inflatable activities arrive around 2pm
 - g. Need to set up the activities tent
 - i. Pack a large plastic container on wheels for water balloons. Ms. Cleaver to pack portable wagon to transport balloons.
 - ii. Order melons
 - iii. Adjusted activity times, assigned lead volunteers
 1. Sack Race 4:30pm (LB)
 2. Watermelon Roll 6:30pm (MM)
 3. Water Balloon Toss 5pm & 6pm (DD & CZ)
 4. Water Balloon Spoon Race 6:15pm (DD & CZ)
 5. Back to Back Beach Ball Relay 5:30pm (MC) – no locking arms
 - h. Parting gift – Ms. Braun and Ms. Cleaver will set up the tables
 - i. Signs for activities – one (1) large sign on the tent, ten (10) smaller 11” x 17” signs to post around the event
 - j. Banner for information tables tent on home plate
 - k. Ms. Cleaver and Ms. Daniele to bring corn hole games
 - l. Electric sign up? Ms. Randzin to follow up.
 - m. Tents are all order, signs made for each.
 - n. Need one (1) table for the activity tent and three (3) for the prizes. Ms. Daniele is bringing a smaller table for the food drive box
 - o. Need to dig out the staff vests for P&R volunteers
 - p. Cub scouts would like to do a fishing game to share their contact information. Board welcomed their participation.
3. Community Day Parade
 - a. Participants – Discussed latest list, Ms. Randzin to email us the participants
 - b. Participants arriving by 2:30, Ms. Cleaver to be at the shop by 2pm
 - c. Ms. Randzin has no parking signs to put up the day of the event

- d. Jeremy, his son, and the cub scouts can hand out American flags
- e. Discussed order of participants
- f. Have preprinted cards to direct participants where to go at the end of the parade
 - i. Cars go to church parking lot, fire trucks to 2nd cul-de-sac, floats to parking lot by upper field; Jeremy can help direct traffic

Meeting was adjourned at 8:45pm.