

WALLACE TOWNSHIP PARKS AND RECREATION

September 7, 2016

Work Session Minutes **FINAL**

Present:

Marcell Moore
Carol Zindel
Michelle Cleaver
Dana Daniele

Others in Attendance:

Meeting called to order at 7:44 pm by Marcell Moore

Business Discussed:

1. Ms. Moore made a motion to approve the minutes from 5/16/16, 6/1/16, and 6/20/16. All approved.
2. Ms. Moore made a motion to formally accept the resignation of Laura Braun from the Park and Recreation board. All approved.
3. Movie Night Recap
 - i. Don't need two popcorn machines next time, one is enough if we start making popcorn early enough.
 - ii. Started popping at 7pm, movie started at 8:15pm, used one full box of popcorn
- b. Want to order previews for before the movie next year
4. 2017 Ideas
 - a. Think about doing a "superhero" movie for an older crowd, maybe later in the summer?
 - b. Consider doing another concert in the park? Perhaps in September, maybe a Sunday afternoon.
 - i. We would need to advertise (last one was barely advertised)
 - ii. Used an agency last time to secure the acts, build a stage
 - iii. Could contact local places that host bands
 - iv. Need an end time
 - v. GMFC preorder BBQ for food?
 - c. Do a farmers market day and tie in with local artists?
5. Halloween 10/29/16 @ 6pm
 - a. Pizza from Just Mom's (\$200) and the pet costume contest were both approved by the BoS
 - b. Activities
 - i. Pumpkin tic tac toe
 - ii. Guess pumpkin weight
 - iii. Hay ride
 - iv. Photo booth
 - v. Decorate foam pumpkins
 - c. Costume Contest/Parade:
 - i. Start at 7pm
 - ii. Categories: Scariest, Funniest, Prettiest, Most Original
 - iii. Age Groups: 4 & Under, 5 & 6, 7 & 8, 9 & 10, 11 & 12, Teens & Adults, Pets
 - iv. Prizes: iTunes, 5 Below, pet store gift cards
 - v. Judges – need to secure
 - vi. DJ – Have Mr. Bainbridge bring his system?
 - vii. There was an issue with pets last year, they should be done last.

- d. Food:
 - i. Pizza – 6:15pm (2/3 of order), 6:30pm (1/3 of order); cut in to 16 slices each. Done food by 7pm
 - ii. Cider – Ms. Randzin will get pint sized cider from Highland Orchards
 - e. Signs – Advertise for Just Mom’s and the Hayride
 - f. Event advertising
 - i. Marked up the small poster for in stores, post office, etc.
 - ii. Road signs should be bigger
 - iii. Put up road signs two weeks before the event
 - g. Ms. Randzin will order the cider, work on the final event signs, see if the photo booth company can do larger photos, see if Mark Hayford is available to DJ (need a good MC to engage the crowd)
6. Misc.
- a. November meeting – Pick dates for 2017 events

Meeting was adjourned at 9:14pm.