

# WALLACE TOWNSHIP PARKS AND RECREATION

October 3, 2018

## Meeting Minutes

### Present:

Marcell Moore  
Dana Daniele  
Michelle Cleaver  
Carol Zindel

### Others in Attendance

Jackie Brown  
Jeff Brown  
Lori Casarella

Meeting called to order at 7:42 pm by Ms. Moore.

### Business Discussed:

- 1) Approved minutes from 9/5/18 and 9/17/18.
- 2) Movie Night Recap
  - a) Feedback from survey – most people had other plans on the same evenings we showed our movies, discussed other miscellaneous replies.
- 3) Community Day Food Drive – 136lbs of food donated this year
- 4) Halloween
  - a) Pumpkin carving
    - i) Mr. Brown presented a demo pumpkin for the Park and Rec Board to present to the Board of Supervisors (BoS) the following evening.
    - ii) Set up on the basketball court, use lights from the maintenance building. Need to rope off a work area for safety.
    - iii) Mr. Brown should plan to arrive by 5pm so he can be set up before the event begins. He can start at 5:30pm but should plan to be finished by 7:30pm.
    - iv) We can set up hay bales for seating and as a barrier to block for areas.
    - v) Runner up from “guess the weight” can be drawn to win a carved pumpkin.
    - vi) Mr. Brown to have a sign advertising his work and time on Food Networks “Halloween Wars.”
  - b) Bags for the food drive at Halloween
    - i) Discussed tote bags
    - ii) Have the Chick-fil-a cow hand them out?
    - iii) Provide an incentive to return the bags.
    - iv) Include food bank turkey donation cards with the bags
  - c) Costume contest
    - i) Judges – Supervisor D’Angelo is interested in judging.
    - ii) Discussed how to judge and prizes
  - d) Misc. Halloween
    - i) Ms. Moore has not heard from Giant regarding participating in our event.
    - ii) Spooky village on the tennis courts instead of the hayride. Needs to be manned.

- iii) Music – Mr. Bainbridge to do
  - iv) Photographer – will use the same company as at the 2017 Tree Lighting; there will be a themed frame on the photo
  - v) Will still have a couple of craft tables
  - vi) Discussed the schedule for the evening (6-7pm activities, 7pm glow party and parade, 6:15 and 6:35 pizza deliveries)
  - vii) Giant pumpkin theme TBD
  - viii) Ms. Randzin to speak with the owners of two local businesses regarding vouchers for goodies again to include in the bags being handed out.
- 5) Trunk or Treat
- a) Need to do our Trunk or Treat form, limited spots will be available
  - b) Make a Facebook event for Halloween
  - c) Arrive at 5pm to get set up
  - d) Vote for best trunk – need a ballot box and ballots
  - e) Locations were discussed
- 6) Misc.
- a) Need to send out thank you cards to community day participants.
- 7) Next meeting
- a) Holiday lighting contest

Meeting was adjourned at 8:37pm.