

WALLACE TOWNSHIP PARKS AND RECREATION

October 5, 2016

Work Session Minutes **FINAL**

Present:

Marcell Moore
Carol Zindel
Michelle Cleaver
Dana Daniele

Others in Attendance:

Meeting called to order at 7:39 pm by Marcell Moore

Business Discussed:

1. Upcoming Meetings: The board voted to cancel the October meeting and the December work session. All approved.
2. Ms. Zindel made a motion to approve the minutes from the 9/19/19 meeting. All approved.
3. Discussed items Ms. Cleaver will review with the BOS at the 10/6/16 meeting.
4. Halloween 10/29/16 @ 6pm
 - a. DJ – Waiting to hear from Mark Hayford; availability is based on another commitment. If he is unavailable, we can use the sound system Mark Bainbridge owns.
 - b. Giveaway – Pumpkins (100) for kids 6+ and Halloween Buckets (~40) for kids 5 and under with candy in them. Will give out at the end, first come, first serve. Ms. Randzin has purchased all the candy and the pumpkins and buckets were in storage from previous years.
 - c. Food
 - i. Non candy snacks will be on each table.
 - ii. All set with the pizza
 - iii. Cider has been ordered
 - iv. Have plenty of paper products for serving
 - d. Activities
 - i. Pumpkin tic tac toe
 - ii. Guess pumpkin weight (Troll themed and an additional prize for the winner)
 - iii. Hay ride
 - iv. Photo booth
 - v. Decorate foam pumpkins
 - e. Costume Contest/Parade:
 - i. Ms. Randzin needs to purchase the gift card prizes
 - ii. Need glow sticks for the pre parade party
 - iii. Will get judges the night of
 - f. Signs – All are ready, will go up 2 weeks before the event.
5. Next meeting
 - a. Select dates for 2017 events
 - b. Reverse giving for the tree lighting – will need to advertise
 - c. Finalize tree lighting plans
 - d. Community Day theme

Meeting was adjourned at 8:45pm.