

WALLACE TOWNSHIP PARKS AND RECREATION

November 19, 2018

Work Session Minutes

Present:

Marcell Moore
Michelle Cleaver
Laura Braun
Lori Casarella
Carol Zindel

Others in Attendance

Betty Randzin

Meeting called to order at 7:32 pm by Ms. Moore.

Business Discussed:

- 1) Approved minutes from 11/7/18.
- 2) Holiday House Lighting Contest
 - a) Advertising
 - i) Is there a Snoopy House inflatable we can use to help advertise our house lighting contest? Yes, Ms. Cleaver sent a link to Ms. Randzin.
 - ii) Ms. Cleaver will continue to advertise on social media platforms.
 - b) Registration
 - i) Voted to extend registration until 12/3/18 @ 5pm. There are no registrants as of this evening.
 - c) Voting
 - i) The board voted to change the start date of the contest voting to start on 12/7/18 and end on 12/17/18 @5pm.
- 3) Tree Lighting
 - a) Arrive at 4:30pm for set up
 - i) Jobs – Pizza (Carol, Laura, Lori), Hot Chocolate (Michelle, Marcell), Santa Line (Dana, Mark)
 - b) Discussed new logistics for the giveaway from Santa. Heidi to handle.
 - c) Discussed going to the Springton Manor Winter event that morning to help advertise for our advent.
 - d) Ms. Cleaver can bring an mp3 player again with holiday music; will need to test with the system during the week some time.
 - e) Ms. Randzin will take care of the cookie order.
 - f) Need to make sure there is an entry way for Santa from the fire truck to his chair.
 - g) Pizza – 6:25/6:30, 20 pies. If we have nice weather and do 25, get two deliveries (15 & 10)
 - h) Coffee – Order 7 regular and 3 decaf
- 4) Misc.

- a) Board voted to cancel the meeting for 12/5/18.
- b) Next year – All meetings will be on Wednesdays (1st and 3rd) at 7pm.
- c) Had a request from Springton Manor Elementary to do something for the Winterfest (10am on 12/1/18)
- d) Future meetings for 2019
 - i) Need to let Ms. Randzin know soon so it can be advertised.
 - ii) Discussed doing both on Wednesdays and starting at 7pm.

Meeting was adjourned at 9:45pm.