

Parks, Recreation, and Shade Tree Advisory Board

Minutes of Tuesday, January 28, 2014

A meeting of the Parks, Recreation, and Shade Tree Advisory Board was held on Tuesday, January 28, 2014, at the Plymouth Township Community Center. Present were members Bill English, Joe Stem, Pat Ianelli, Bridget Sudall, and Barbara Thompson; Parks and Recreation Director Karen Franck; Council Liaison Dean Eisenberger; and Board Secretary Rosemary Winterbottom. Board members Lynda Lawrence and Kim Pennington were not in attendance.

Chairman Bill English called the meeting to order at 7:00 PM.

ELECTION OF OFFICERS

Barbara Thompson nominated Bill English for the position of Chairman-Parks, Recreation, and Shade Tree Advisory Board. This nomination was seconded by Pat Ianelli. There were no further nominations for this position. The Board vote was unanimous in favor of this nomination and Bill English accepted the position of Chairman-Parks, Recreation, and Shade Tree Advisory Board for 2014.

Bridget Sudall nominated Pat Ianelli for the position of Vice Chairman-Parks, Recreation, and Shade Tree Advisory Board. This nomination was seconded by Bill English. There were no further nominations for this position. The Board vote was unanimous in favor of this nomination and Pat Ianelli accepted the position of Vice Chairman-Parks, Recreation, and Shade Tree Advisory Board for 2014.

1. REVIEW/APPROVAL OF MINUTES FOR TUESDAY, NOVEMBER 26, 2013

A motion to approve the minutes of the November 26, 2013, meeting was made by Bridget Sudall. This motion was seconded by Barbara Thompson and unanimously approved.

2. ACKNOWLEDGEMENT OF GUESTS AND VISITORS

There were no guests or visitors present.

3. DISCUSSION OF PACKET MATERIALS

The monthly reports for November-2013 and December-2013 were reviewed. Karen Franck reported that programs and activities are both doing well. Swim lessons are starting to increase, and there has also been an increase in use of the babysitting program.

Karen showed the Board photos from Super Hero Day, Neon Night, Swim and Give, and the two Martin Luther King Day activities (sewing pillow cases; boxes for soldiers).

4. OLD BUSINESS

A. General Department

1. Service and Devotion Monument Dedication

Karen Franck reported that the Service and Devotion Monument Dedication on Saturday, November 9, 2013, went well. Orders are still being received for bricks and pavers.

2. Goals and Accomplishments

A copy of the 2013-2014 Goals and Accomplishments had been provided to the Board members. Karen briefly summarized the report and noted that several new promotions are planned for 2014.

3. Discussion of Parks Board Terms

Karen Franck reviewed the status of each Board member's appointed term. It has been discussed that new appointments to the Board be for 4-year terms, rather than the current 5-year term appointment. Shorter terms would allow more individuals to serve on the Board. Additionally, it is hoped that terms could be staggered. The Board members expressed the opinion that the current 7-member Board works well and does not need to be expanded to include additional members.

4. CSD Fee Meeting

Karen Franck reported that Colonial School District had sent a letter advising that fees for use of their facilities would be substantially increased this year. Increased fees would impact youth basketball and wrestling organization budgets considerably, especially with such short notice. A meeting will be held on February 12 with school district officials to discuss this situation.

5. Youth Group Forms

Karen reported that the youth group questionnaires could not be created on *Google.docs* as had been planned. However, a *pdf* file has been created and this will be sent to the youth groups for completion.

B. Community Center/CC Park

1. Pool Pak Replacement Installation

Karen Frank reported that it is anticipated that the pool pak installation will be done in March.

2. Silver Sneakers – Possible Options

Karen reported that the Silver Sneakers program is doing well. However, there are fluctuations in membership due to insurance companies dropping or adding the program on a yearly basis. This has been very confusing to participants as the new year begins. It is hoped that this situation can be changed.

3. Promotional Plans

a. GPCC 14 – 10% Off Day

Karen Franck noted that 10% Off Day for GPCC 14 will be Saturday, March 22, 2014. It is anticipated that monthly pass promotions, theme promotions, and some new trial weeks will also be offered to celebrate the 14th year of operation of the Community Center. The college student pass (May through August) will again be offered.

C. Parks Maintenance/Parks Issues

1. Approvals for Yearly Projects

Rick Carbo has received approval from Plymouth Council for yearly projects. Among the projects to be done in 2014 are: pool pak replacement; locker replacements (both men and women's locker rooms); fence repair at East Plymouth Valley Park; energy management system; and some HVAC units.

D. Wetherill Park

1. CFA Act 13 Recreation Funding Grant Project
 - a. Woodrow Contract

Karen Franck reported that Woodrow Associates has been awarded the contract for the park entryway, parking, and trails.

2. Conservation Easement/Surveying/Winter Thoughts

The surveying for the conservation easement is being worked by Woodrow Associates. Karen showed the Board members a copy of the plan which showed the easement.

Karen Franck noted that another grant round will be coming up in April-2014. This grant will also be for \$250,000, which will need to be matched.

D. Programming

1. Neon Night/Float Night/MLK Program

Karen reported that Neon Night and both Martin Luther King Day events (making pillow cases; sending packages to soldiers) went well. Float Night is planned for February.

2. Summer Camps

Summer Camps have all been scheduled. Interviews for staff are being conducted. Camp weeks "before" and "after" the regularly-scheduled summer camps will again be offered.

5. NEW BUSINESS

- A. Council Liaison Report – Dean Eisenberger

Council Member Dean Eisenberger reported that he will be attending a grant workshop on February 6, 2014, and Karen Franck noted that she will also be attending. Dean reported on progress with the continuation of the bike path through the township.

6. MISCELLANEOUS

No items were discussed.

ADJOURNMENT:

A motion for adjournment was made by Joe Stem and seconded by Barbara Thompson.

The next meeting of the Board is scheduled for Tuesday, February 25, 2014.

Respectfully submitted,
Rosemary Winterbottom
Rosemary Winterbottom, Secretary