

**UPPER MACUNGIE TOWNSHIP
PARKS AND RECREATION BOARD
Monthly Meeting Minutes November,
2015**

The monthly meeting for the Upper Macungie Township Recreation Board was held on November 19, 2015 at the Upper Macungie Township building. The following Recreation Board members were present: Vice Chair, April Navarra; Secretary, Katie Shade; Jim Adams; Brian Kresge; Stephanie Rauch-Mannino; and Andrea Russell. Also present at the meeting: Parks Team Leader, Jim Soltis; Recreation and Events Coordinator, Lynn Pigliacampi; and Deb Soltis.¹

April called the meeting to order at 7:10 PM and asked all present to join him/her in the Pledge of Allegiance to the Flag of the United States.

A motion was made by Jim A. and seconded by Andrea to approve the October meeting minutes. All were in favor.

PUBLIC COMMENT: none.

COMMUNITY PROGRAMS SCHEDULED

Pennsylvania German classes

This program was held on Monday evenings from 7:00 to 8:30 PM at Independent Park and concluded on November 9. 16 residents registered for this program. 2 dropped out. The Township made \$100 on this program, although Lynn thinks it was a little expensive. Lynn will check if the instructor could lower his fee.

Adult Volleyball

This program continues until March 29, 2016 at Fogelsville Elementary School's gym on Tuesdays from 8:00 to 10:00 PM.

Adult Basketball

This program ends tonight. It was held on Thursday evenings from 6:30 to 8:30 PM at Jaendl Elementary School's gym. This program didn't seem to be worth it this time as only 8 men regularly showed up.

Recreation Board Recognition Dinner

This event was held on November 4 at Independent Park at 6:00 PM. The Board thought this event went well. Kathy Rader suggested that next year we have it catered. The Board

¹ Katie arrived late, and Deb began taking the minutes. Thank you, Deb!

expressed concern that the dinner is paid by Friends and hopes that the Township will pay for it in the future.

Adult Painting

This program was scheduled for November 6 at Independent Park from 6:30 to 8:30 PM. 5 residents were scheduled for this program. It was canceled. Andrea received her refund. Lynn still thinks we should try a painting class taught by someone who is more used to traveling to community centers. She thought that having registration on Gravity Art Lab's website was great, except that it was the only dry Paint-and-Sip available. Maybe we could offer another one at a park pavilion when the weather gets nicer. The Steering Committee met at Montgomery Township and has the same instructor. Andrea inquired about possible dates? Lynn wondered about submitting a request to the Board of Supervisors to have alcohol. The dinner would've been host alcohol since no one pays.

Andrea said that Paint-and-Sips are BYO usually. Lynn reminded the Board that the Township's insurance agent said we need to consider whether we would regret having alcohol if something happens. April suggested offering each attendee one ticket to exchange for a glass. She also believed that Painting in the Park would be great because there would be no cleanup.

Lynn also discussed the possibility of hosting a New Year's Eve program at Independent Park. Jim S. said this could be a First Night event with activities. The Board discussed items to drop at midnight.

Hunter/Trapper Course

This program was held on November 8 at Independent Park from 9:00 AM – 4:00 PM. 42 residents registered for this program. This is booked for March and November 2016.

Lauri Moore

This program was held on November 12 at Independent Park from 7:00 to 8:30 PM. 66 residents registered for this program. The Township received \$917 from registrations. Ms. Moore's fee is \$350. Deb suggested having beverages and fruit trays available. Andrea attended and thought Ms. Moore did readings for a lot of people. Jim S. sets up chairs. Lynn takes registrations. The next two dates for 2016 are booked.

Frosty Holiday Show

This program will be held on December 4 at Independent Park from 6:00 to 8:00 PM. 65 residents registered for this program. To date, the Township has received \$320 in registration fees. The performer's fee is \$295. Lynn believes we could up the price as we are offering this service. Jim A. suggested getting sponsorship. Lynn mentioned that Subway came to her. She will see if they could donate some cookies. Andrea also recommended asking if Subway would donate subs. Deb asked the Board to let her or Jim S. know what they'll be bringing. Andrea noted that we didn't advertise the food last year. Lynn said we could advertise it as light refreshments. Deb said someone asked her about the marshmallows. Lynn will advertise on Facebook and by email to registrants. We will have hot chocolate, popcorn, and baked goods.

Katie will be bringing cookies. Lynn said Barry will be Santa. Jim S. said we gave out candy canes but we got complaints about them. Katie suggested using the Craisins left over from the 5K as a healthier alternative. Lynn thought it might be nice to have coloring books available. Andrea suggested going to the dollar store to purchase them. April has coloring sheets and coloring books. Andrea also suggested contacting Crayola. Katie will contact Maryann about getting boxes of 4 crayons donated. Lynn asked the Board to email her if you think of anything. April asked about decorations. Deb said Jocelyn had some decorations. Katie will ask her to bring them. April has a faux fireplace. Jim S. said that we borrowed Santa's chair from Kathy Rader last year. Lynn will email everyone about a time to decorate.

Barktoberfest

This event will be held on October 8, 2016 at Upper Macungie Park from 11:00 AM to 3:00 PM. Lynn is trying to see what she can make more reusable, such as signage.

5K

Katie added this event to the agenda so we could discuss scheduling it. Chuck suggested to Andrea and Katie that maybe we could skip 2016 and schedule it for spring 2017. The Board had an extensive discussion comparing the two possibilities. April thought spring was busier than fall; Andrea agreed. Jim A. said we need a chair before we can schedule. Andrea noted our relationship with the sponsors and our repeat runners expect our race to be in the fall. Stephanie suggested that the Board decide by email by end of December.

PROPOSED/NEW

Disc Golf

This program will be held in spring 2016 at Upper Macungie Park. Jim S. said the baskets were installed last week. Den told him that 5-10 courses are being installed per week. You can play on it, although we still need number markers at the tee pads. Lynn asked about the Grand Opening because she got a call from a publication. Den's friend will run that. April asked when the newsletter comes out. Jim S. thought that would be a good time to host the Grand Opening. Lynn thought late April, but she will check.

Interior Design

This program will be held at Independent Park. Lynn is working with the instructor on dates in January through March 2016. Andrea asked how many weeks this would be. April said 4 weeks and a 1 day event. Lynn said the 1 day event would be a crash course in organization in March before spring cleaning. Katie asked if we could do the one day before the 4 week class to gauge interest. Stephanie suggested February. Lynn thought we could possibly have both in March.

Good Shepherd 5K

This event will be held in September 2016 at Lone Lane Park. The Board of Supervisors approved this at their November meeting. April asked if our 5K course is being overused.

Jaindl PTO Color Run

The Board of Supervisors approved this at their November meeting.

Tour de Tush

The Board of Supervisors approved this at their November meeting.

Resume Workshop

This program will be held at Independent Park January 16 or 23, 2016. Lynn wondered if this could be changed to have more time to promote. The instructor charges a \$100 fee for 90 minutes. Lynn proposed a \$10 registration fee. The instructor can also talk about interview skills and LinkedIn.

Music in the Parks

Lynn has South Whitehall Township's dates. Lynn proposes this program for June 10, July 15, and August 12. Jim A. asked about set up and a stage. Lynn described this as a mini-community day in 1 park. Lynn explained that Upper Macungie Township and South Whitehall Township got approved for an emergency vehicle but they changed the scope of the grant for a mobile band shell for \$60,000. The grant was approved in the first round Lehigh County. The project was shot down later on a 5-4 vote. We have to rent a stage. Jim A. said Lehigh County has grant money from the county's travel tax. Lynn said Dean has retired but Eric Erb could handle that. Jim A. asked if we could use the shell from Emergency Preparedness Day. Jim A. suggested hosting a band competition. April wants proceeds from food to go back into Friends. Lynn said that will depend on who's there. April asked who owns the Coke wagon. Jim A. said the Township. It has a grill, but no fryer. We could hire staff to operate the Coke wagon. Andrea reminded the Board that we'd also need to purchase the food. Brian thought it would be less hassle to bring vendors in. Katie asked about funding. Lynn said that funding would be from the Township, not Friends.

Andrea moved to recommend this program to the Board of Supervisors; Katie seconded. All were in favor.

Easter Show

April said that an Easter egg hunt was proposed a few years ago but we didn't do it. Lynn said this Easter Show would be by Giggle Magic. April suggested having some activity for middle school or high school ages. Stephanie suggested two times for the different ages. Lynn asked about having a scavenger hunt. Jim A. said A lot of churches have egg hunts. Stephanie said her family goes out of the Township, so it would be great to stay here.

Jim A. moved to recommend this program to the Board of Supervisors; Stephanie seconded. All were in favor.

2016 Program/event dates

Lynn distributed the 2016 Program/Events schedule.

OLD BUSINESS

SAT prep course

Andrea reminded the Board that we offered one before. April said Lower Macungie Library offered it in September. Lynn will find a contact. Brian said that Parkland High School offered it as well. Stephanie suggested that the Board discuss this at our next meeting.

Increasing rental prices

- Pavilions
- Independent Park
- Non-residents

Lynn said that the Board of Supervisors wants numbers in January. She emailed the fee schedule last month. She will continue to research Independent Park. The Board approved the alcohol fee and holiday fees. The Board of Supervisors wants us to consider opening it up to non-residents. Jim A. asked if this would have a different price structure. Lynn said there will be. Brian thought that if we want to rent it more frequently, we have to open it up. April thought that the unfinished downstairs is holding us back from maximizing rental income.

NEW BUSINESS

2016 meeting schedule

Meetings will continue to be the last Thursday of the month, with the exception of November and December. The Board's November 2016 meeting will be a week earlier on November 17 because the last week of the month is Thanksgiving. The Board will not meet in December 2016.

MONTHLY UPDATES

Independent Park Community Center rental and building update

There were 8 rentals in November totaling \$3,575. In 2015, there were rentals totaling \$32,475.

UMT Recreation fund balance

\$1,544,687.21

Friends of Upper Macungie Parks and Recreation, Inc. fund balance

\$15,860.68

Jim A. asked if there is anything to be paid from this. Lynn replied that petty cash from dinner and \$150 from 99.9 the Hawk for Barktoberfest will be paid from this amount.

Park and Grant updates: none.

Updates from Lynn: none.

PUBLIC COMMENTS: none.

ADJOURMENT

A motion was made at 9:11 PM by Jim A. and seconded by April to adjourn the meeting, and all were in agreement. The Board's next meeting is scheduled for January 28, 2016 at 7:00 PM at the Township building. There will be no meeting in December 2015.

April Navarra, Vice Chairman
UMT Parks and Recreation Board