

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

The monthly meeting for the Upper Macungie Township Recreation Board was held on May 28, 2015 at the Upper Macungie Township building. The following Recreation Board members were present: Chairman, Dave Kentner; Vice Chair, April Navarro; Secretary, Katie Shade; Jim Adams; Jocelyn Pattishall; and Andrea Russell. Also present at the meeting: Recreation and Events Coordinator, Lynn Pigliacampi; and resident Kristi Tripoli.

Chairman Dave Kentner called the meeting to order at 7:05 PM. All present were asked to join him in the Pledge of Allegiance to the Flag of the United States.

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

PUBLIC COMMENT

Yoga in the Park

Kristi Tripoli presented her proposed program, Yoga in the Park. She is currently finishing her certification this weekend and looking to teach classes. She will get a certificate from the Yoga Alliance, a governing body. There are no state requirements. She lives in the Township near Lone Lane Park and thought about teaching there on either Monday or Thursday evenings from 7:00 – 8:00 PM beginning June 22. She provided a waiver. Katie suggested one minor addition: a statement that the participant has consulted with his or her doctor and is in good physical shape to practice yoga. She is insured. This program would be for ages 16+. Participants need to bring a yoga mat and water. She has not yet taught outdoor yoga. There would be no fee. The yoga classes would be on a walk in basis. Kristi will make sure all participants sign the waiver. SPYA will keep the lines on the field. Kristi is okay with teaching the classes, even if only 1 or 2 people show up. She will recruit friends who may live outside the Township. Classes will meet at the pavilion but will be held off to the left on the kinder soccer area (adjacent to the far basketball court). As she is just starting out, she is willing to teach this class for free.

Dave reminded the Board and Ms. Tripoli that effective July 1, all volunteers have to be certified by the state if working with children. You can fill the forms out online. It is Lynn's understanding that all costs associated with the certifications will be covered for Township volunteers but not instructors. Lynn recently met with several Recreation coordinators from other municipalities, when she learned that Easton is covering the costs for their volunteers. The cost for the background check/certification is \$10 or \$27.50, depending on whether you have moved within the last 10 years.

The Board then debated which day to schedule this program. Someone thought we might lose people on Thursdays because of vacations. Jocelyn thought we'd also lose people on Mondays. Lynn advised the Board that there aren't many pavilion reservations for Mondays or Wednesday.

Kristi is interested in doing winter classes as well. She would like to be paid for future classes. Lynn told her about the Independent Park Community Center and the construction there.

Jim A. moved to recommend Yoga in the Park for Monday evenings from 7:00 – 8:00 PM from June 22 to August 20 (with a week off in August for the instructor’s previously planned vacation) at Lone Lane Park to the Board of Supervisors; Jocelyn seconded. All were in favor.

Recreation Board Applicants

Lynn brought 4 applications that Kathy Rader gave to her. Kathy is waiting to receive more applications. We will write questions and ask the applicants to respond before the next meeting. After we receive responses, we’ll invite the applicants.

COMMUNITY PROGRAMS SCHEDULED

Indoor pickup basketball

This program continues to run on Thursday evenings from 8:00 – 10:00 PM until June 11 at Fogelsville Elementary School’s gym. Lynn said she had no report on this program. Katie requested that we get a follow-up next month as the program will end before the Board’s next meeting.

Cardio Tennis

This program was held on April 6 to May 6 at Blue Barn Park on Wednesday from 9:00 – 10:00 AM. 3 residents participated.

Tennis

The first session of this program for Pee Wees, Juniors, and Adults was held on April 6 to May 6 at Ricky Park on Monday and Wednesday evenings. 21 Pee Wees, 35 Juniors, and 16 Adults registered for the three sessions this summer.

Advanced Tennis

This program was held on April 7 to May 7 at Blue Barn Park on Thursday from 7:00 – 8:00 PM. 8 residents registered.

Junior Golf

The first session of this program will be held June 15 to July 16 at 9:00 AM – 12:00 PM on Mondays through Thursdays at Independent Park. 2 residents are registered.

The second session of this program will be held July 20 to August 13 at 9:00 AM – 12:00 PM on Mondays through Thursdays at Independent Park.

Embrace Your Dreams is handling all registrations. We are handling advertising.

Movies-in-the-Park

The three movies will be shown on June 19 at Lone Lane Park, July 10 at Breinigsville Park, and August 7 at Grange Park. Activities will begin at 7:00 PM each evening. We’re up to \$5,400. Jim S. may have more, which he will give to Lynn when he returns from vacation.

Andrea recently attended Allentown’s Movies-in-the-Park at Cedar Beach Park and noticed several differences between our program and the Allentown program.

PA Dutch Classes

This program will be held on Monday evenings from 7:00 – 8:30 PM from September 14 to November 2 at Independent Park. The Community Center is booked for those nights. Lynn created a

registration form, which all Board members received via email. She needs the teacher's information to include on the form. Lynn couldn't find Lower Macungie's information. They probably took their information down since their class is over.

Barktoberfest

Barktoberfest will be held on October 10 (rain date October 11) at Upper Macungie Park from 11:00 AM – 3:00 PM. Lynn has confirmed 5 vendors and 1 sponsor without sending a mailing. April went to a street fair in Topton a few weekends ago and got business cards from interested vendors. She will give this information to Lynn.

5K

The 5K will be held on October 25 at Lone Lane Park from 9:00 AM – 12:00 PM. Lynn updated the website; she needs to clean it up a bit. Jocelyn and Katie will let her know of any changes. Lynn said she uses WordPress for web design.

Recreation Board Recognition Dinner

The Recreation Board Recognition Dinner will be held November 4 at the Independent Park Community Center, beginning at 7:00 PM. Lynn booked the Community Center for that evening.

Hunter/Trapper Course

This program will be held on November 8 at Independent Park from 9:00 AM – 4:00 PM.

Night with Lauri Moore

This program will be held on November 12 at Independent Park from 7:00 - 8:30 PM. It looks like this is set-up. April believes a portion of the money comes back to us.

PROPOSED/NEW PROGRAMS

Disc Golf

This program was to be scheduled in June. It will be held at Upper Macungie Park. Mr. Barr needs to sign a waiver to help Jim S. with construction. They're waiting until Jim S. gets back on June 1. Mr. Barr went over and dug some small holes out to test the ground. He thinks the ground is ready to dig the holes for the baskets.

Painting class

This program is proposed for Independent Park. Lynn said this would be \$150 per class. Each class is 2-3 hours. The instructor brings all materials. Jocelyn and several other Board members asked if that \$150 fee is per person. Lynn will check with the instructor. Andrea talked to High Gravity's owner, who is also interested in teaching. Her rate is about \$35-40 per person. April said Bear Creek recently hosted a painting class and the cost was around \$35 – 40 per person. We could paint on the deck or out in the park. Lynn will follow up with the instructor.

Sewing class

This program is proposed for Independent Park. Another woman reached out to Lynn about teaching a sewing class. Lynn brought a proposal. The instructor needs every child to bring a sewing machine. Jocelyn stated that she was not likely to buy her kids a sewing machine for a program when they've never sewn before. Katie noted that this could get expensive, up to \$100 for instruction and materials. Andrea requested that this program should be open to boys too. Katie

remarked that at least we wouldn't have to pay someone to unlock and lock the Community Center since it's during working hours. Andrea inquired about the fee structure for instructors. April replied 70-30. Katie thought kids may already be signed up for camps this summer. Jocelyn suggested August. Lynn will ask her about August and whether she has a following. Jocelyn reminded the Board that since we have to get approval from the Board of Supervisors, that eliminates June and nearly July. Again, she needs the background check.

OLD BUSINESS

Increasing Pavilion rental prices

Lynn requested that this item come off for now. Katie will set a reminder for October. Jocelyn found in her old notes that we discussed rates of \$125 residents and \$175 for non-residents. Jim A. asked if we kept the separate dates for resident and non-resident reservations. Dave said yes, it is April 1.

Parkland Resource Fair

Lynn distributed the remaining water bottles. People loved them. She talked to many people, both Township residents and non-residents, and handed out a lot of marketing materials. It was a good event. Our Facebook "Likes" increased by 20 in a week, when on average we get 2 - 3 more "Likes" per week.

Giveaways for events

Lynn gave the Board a set of ideas with prices for items without dates printed on them. April suggested eyeglass wipes. She also asked what is a good number to order to get a good price per item. Lynn thought 500 or 1,000. Dave asked who is going to pay for these items. April said it came out of Friends last time. Katie thought Sean Gill was enthusiastic about spending money to get a return at the last Board meeting. At the Board's direction, Lynn will get prices for an earbud holder and a pen with stylus.

Email listserv

Lynn said she talked about software with the other Recreation coordinators. Darren is helping her research. A software package they've been researching contains a email list, online form, and online payment options. April noted that online payment comes with a processing fee. April separately looked at Vertical Response, which is free for non-profits. We could bill it under the Friends. April also suggested DreamHost or Webpage Maker for web design. Her vacation home community spends about \$22 per year for their domain name and \$9 per month for hosting. April asked if we can decide on something instead of waiting another month. Lynn noted that if we have email addresses, they have to be manually entered into Excel.

NEW BUSINESS: none.

MONTHLY UPDATES

Independent Community Center rental and building update

In May 2015, we received \$4,075 in rentals. In 2015 so far, we've received \$18,225. By comparison, in May 2014, we received \$2,350.

Dave recalled that Jim Brunell frequently says we're not making enough to keep up with Independent. He would like to see how much it costs to run it on a monthly basis. Lynn said there's no construction going on right now.

Katie was not sure how many members of the Board voted at Independent in the recent primary election, but she thought it was a great use of the space. It was set up very well, and Lynn had a lot of marketing materials available. It will be even better next year when there is higher voter turnout for the presidential election. Lynn remarked that many of the marketing materials were gone at the end of the day.

UMT Recreation fund balance: **\$564,697.56**

Friends of Upper Macungie fund balance: **\$17,928.68**

This includes fundraising for the Movies-in-the-Park.

Park and Grant updates

Dave read portions of a detailed email from Dean, who was not able to attend the meeting. All Board members and Supervisors received this email.

PUBLIC COMMENTS

ADJOURNMENT

A motion was made at 8:19 by April and seconded by Jim A. to adjourn the meeting, and all were in agreement. Next month's meeting is scheduled for June 25, 2015 at 7:00pm at the Township building.

Dave Kentner, Chairman
UMT Parks and Recreation Board