

**UPPER MACUNGIE TOWNSHIP
PARKS AND RECREATION BOARD
Monthly Meeting Minutes
July 2018**

The monthly meeting for the Upper Macungie Township Recreation Board was held on July 19, 2018 at the Upper Macungie Township Building. The following Recreation Board members were present: Karla Trumbauer, Katie Shade, Bret Spangler, Andrea Russell, Wes Schlauch, April Navarra. Also present at the meeting: Recreation and Events Coordinator, Lynn Matula. Dave Kentner, Jim Soltis, and Deb Soltis were absent.

Public attendees were: Krissi Godusky, Dan Ahrens

The meeting was called to order at 7:05 PM by Katie Shade. She invited all present to join her in the Pledge of Allegiance.

MINUTES

Bret motioned to approve the May minutes, Andrea seconded – all approved.

PUBLIC COMMENT

Volleyball – Dan Ahrens was present to request permission to use school facilities for fall/winter program. He completed the form and will submit it to the school district (Steve Walk) asap. He will copy Katie on the email. Regarding the summer program, Dan also indicated that sometimes one of the courts are occupied and suggested, we may need a sign identifying when volleyball is scheduled.

REPORTS

Community Programs

- **Lemonade in the Parks (8/22/18 pm-8pm)** – Karla and Katie can volunteer for August, Lynn will try to come. Andrea said the Coke trailer may not be a good idea going forward, since it looks like we are trying to sell concessions. We need signage indicating why we are there. Lynn has signs she used last summer. Event needs to be posted on Facebook-Lynn.
- **National Night Out (8/7/18 5pm-8pm)** – Krissi (in the beginning), Wes, and Lynn can likely volunteer
- **Movie in the Park (8/10/18)** – Wes can volunteer. Lynn will be there
- **Photo Scavenger Hunt (8/15-10/15)** – to be posted on FB and the website- Lynn. Rules posted just before the contest starts. Potential prizes – pavilion rental, splash park pass, gift certificate from local business, lift tickets to Bear Creek, Dorney Park pass, Vynecrest, other restaurant, etc. Will finalize at next meeting.
- **Basketball** – Jarrel is in the process of filling out form and complete clearances.
- Lynn will finalize fall programming and start working on the fall newsletter

Unfinished Business

- **Farmers' Market bid** – remaining minor changes to incorporate:
 - specify that fee is annual and the amount is \$1500 and specify park maintenance fees will be in accordance with any damage. Katie will update the bid for re-submission.
 - Katie motioned for the board to recommend the Board of Supervisors approve the township to bid a Farmer's Market at Grange Park. Bret seconded; all approved.
- **Safe Sitter** – Lynn will check on potential fall dates for Delia.
- **DIY Classes** – Lynn will reach out again; if no response by next meeting, will remove from

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agenda

- **Friends Structure** – Chuck needs to call reorganizational meeting, need to vote on chairperson (and other roles), need to review/reapprove by-laws (all current members must be presents). Jim Brunell, Kathy Rader, Chuck Thomas, April Navarro are current members. Currently looking for dates. Lynn will assist with this re-organization again.
- **Capital Campaign** – Letters to be sent asap, with follow-up scheduling calls shortly after. Consultants will be here the week of 8/6, and will be looking to have interviews/meetings that week. Andrea suggested using the Good Neighbor coalition for potential contacts/information. We may also be able to solicit additional volunteers to make calls to schedule meetings.
- **Tree Donation** – no discussion - need more information from Sean. – carried over from last meeting
- **SUGGESTION:** The township should update the pamphlets for the township parks to better reflect all of the updates to our parks. Information on them is outdated now (especially Grange Park).

New Business

- Potential new program/event suggestion – Paint-a-rock event – suggested by Krissi

Other Business

- **Independent Park Community Center rentals:**
 - June 2018- 17 bookings, \$6,780.00 (4 N/C- meetings and Parkland library events)
- **Pavilion Rentals:**
 - June 2018- 36 bookings, \$6,780.00
- **Upper Macungie Township Recreation fund balance** - \$1,368,941.23
- **Friends of Upper Macungie Parks and Recreation, Inc. fund balance** – \$29,414.79
- **Park and Grant updates** – None
- **Chairman updates** –
 - Need attendance sheet; Karla will create spreadsheet
 - Reminder to share splash park forms with neighbors if you have some left
 - Katie suggested creating a way for residents to petition for small “grants” or recreation-related township improvements potentially funded from Friends. We could have people vote for what they want done on Facebook. Additional discussion needed.
- **Vote on Recreation Board Applicants as New Members: (by secret ballot):**
 - Krissi – 2
 - Gwen – 4
 - Matthew – 4
 - Ryan – 0

Public Comment – None

ADJOURNMENT

A motion was made at 8:54PM by Katie and seconded by Andrea to adjourn the meeting, and all were in agreement. August’s meeting will be held on 8/16 at 7pm at the Upper Macungie Township Building.

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Katie Shade, Chairman
UMT Parks and Recreation Board