

WALLACE TOWNSHIP PARKS AND RECREATION

September 4, 2019

Meeting Minutes

Present:

Carol Zindel
Michelle Cleaver
Lori Casarella
Marcell Moore
Dana Daniele
Laura Braun

Others in Attendance:

Betty Randzin

Meeting called to order at 7:15pm by Ms. Zindel.

Business Discussed:

- 1) Approved minutes from August 21, 2019.
- 2) Community Day Parade
 - a) The group has cancelled the parade due to a combination of lack of participation and the road closure on Route 282.
 - b) The township will notify the few participants that had signed up and Ms. Cleaver will post an announcement to the Friends of Wallace Township Facebook page.
- 3) Community Day Event
 - a) Ms. Randzin advised that Kevin Pierce is not available to sing the national anthem.
 - b) Ms. Zindel reached out the band to see if one of their members could sing the anthem and they confirmed that they can do it.
 - c) Ms. Braun is going to reach out to the VFW one last time to confirm they are set for the opening ceremonies.
 - d) The group discussed that we will direct the inflatables staff members to tell attendees that none of the rides will be open until after the opening ceremonies and we will ask band to make announcement to send people to the opening ceremonies as well.
 - e) Ms. Randzin confirmed that we have 2 large tents ordered – one for community information tables and the other for kids activities. These will be set up on the 1st and 3rd base lines of the softball field (in the grass).
 - f) Ms. Randzin is making signs for the community information tables.
 - g) Ms. Randzin advised the township made a Suessville sign for photo ops.
 - h) Placement of band, inflatables, and alpacas will be contingent on the weather and condition of the field on the day of the event so we will have to make a final decision the morning of the event.

- i) Ms. Cleaver posted a reminder regarding the food drive collection and Ms. Randzin will be bringing the tubs for food donation collections.
- j) The group will meet to set up the pavilion with tablecloths and centerpieces at 9am so that we are out of the way of the fire company before their chicken sale begins and then return later to finish the rest of the set up.
- k) When attendees arrive they will be given a bag with a water bottle, etc. and a card attached to it that they write their child's name on and use to hold their prizes, etc.
- l) Ms. Randzin advised the township has made cardboard signs with instructions for collecting the activities sheets at the information tables and redeeming prizes.
- m) The group decided that storytelling will take place at 4:30, 5:00, 5:30, and 6:00 with a different reader for each time slot. We will put up a sign with the times of storytelling in the kids' tent. Paper Dr. Suess hats will be handed out at storytelling.

Meeting adjourned at 8:45pm.