

# WALLACE TOWNSHIP PARKS AND RECREATION

March 4, 2020

## Meeting Minutes

### Present:

Carol Zindel  
Lori Casarella  
Michelle Cleaver  
Dana Daniele  
Laura Braun  
Mark Bainbridge

### Others in Attendance:

Barb D'Angelo

Meeting called to order at 7:07pm by Ms. Cleaver.

### Business Discussed:

- 1) Approved minutes from December 4, 2019.
- 2) Approved minutes from February 5, 2020.
- 3) 2019 Tree Lighting Recap
  - a) The group discussed that overall great feedback was received from the community on this event.
  - b) One item of note was the need to make sure that we have a more clearly defined line for photos with Santa this year – some sort of sign/marker/ropes to minimize confusion.
- 4) Easter Egg Hunt
  - a) Received confirmation from Ms. Randzin that the photographer is confirmed for the event.
  - b) Ms. Cleaver advised that Ms. Randzin had submitted the event request form to SMES to use this location for the egg hunt.
  - c) Ms. D'Angelo advised that part of the contract agreement with SMES is that we provide security at the event. Ms. D'Angelo also advised that WBPD will be there so that satisfies this requirement.
  - d) Ms. Cleaver will check with Ms. Randzin to confirm that an order is placed to have a port-a-potty at the event.
  - e) The group discussed confirming if we have a bunny lined up. Ms. D'Angelo thought so but advised she will confirm at the next BoS meeting.
  - f) All of the eggs except for one bin have now been washed and sorted and are ready to begin filling. Ms. Zindel took the last bin to have washed.
  - g) Ms. Cleaver noted that last year the sound system speakers were too close together, making it hard for some attendees to hear announcements. Make note to spread out the speakers this year.

- h) The group discussed the issue last year of some of the chocolate melting and the need to wait as long as possible to put the eggs out. We will need to utilize extra help and carts/wagons to be able to get the eggs out quickly right before the start time.
  - i) Made to note have the MC make a reminder that we request to have the eggs returned (empty) to the bins before departure.
  - j) Discussion was had on collecting the empty eggs at the conclusion of the event and the group decided to put one of each color bin in multiple locations to cut down on the confusion.
- 5) Ms. Cleaver advised the group that she emailed all of our event dates to the GMFC chief.
- 6) Community Day
- a) Made note of time change. Event will take place on 9/19/2020 from 11am – 3pm.
- 7) BoS meeting dates for P&R volunteers to attend:
- a) 3/5 – Ms. Zindel
  - b) 4/2 – Ms. Braun
  - c) 5/7 – Ms. Casarella
  - d) 6/4 – Ms. Daniele
  - e) 7/2 – Ms. Zindel
  - f) 8/6 – Ms. Cleaver
  - g) 9/3 – Ms. Cleaver
  - h) 10/1 – Ms. Braun
  - i) 11/5 – Mr. Bainbridge
  - j) 12/3 – Ms. Casarella
- 8) Next Meeting
- a) Select movies for June & August movie nights
  - b) Finalize Community Yard Sale logistics and set advertising plan
  - c) Discuss food trucks for Community Day

Meeting adjourned at 7:45pm.