

WALLACE TOWNSHIP PARKS AND RECREATION

September 2, 2020

Zoom Meeting Minutes

Present:

Carol Zindel
Lori Casarella
Michelle Cleaver
Laura Braun
Mark Bainbridge

Others in Attendance:

Bill Moore

Meeting called to order at 7:05pm by Ms. Cleaver.

Business Discussed:

- 1) Approved 8/5/2020 meeting minutes.
- 2) September Movie Night
 - a) Ms. Cleaver will reach out to Ms. Randzin for confirmed date of September movie night (either 9/11/2020 or 9/18/2020).
 - b) The group decided on Trolls World Tour as 1st choice and Willy Wonka as 2nd choice.
- 3) Halloween Event
 - a) Friday 10/30/2020 at 6:30pm is the agreed upon date and time.
 - b) The group discussed holding an event for Halloween and which activities can included while still following social distance guidelines, etc.
 - i) Pumpkin carving by Jeff Brown
 - (1) Ms. Zindel will reach out to Jeff Brown to see if he has availability and interest in setting up at the event.
 - (2) We would need to have rope or caution tape set up as a perimeter around him so that attendees don't get too close.
 - (3) Need to confirm if he needs electricity and where exactly we will set him up on the field safely.
 - (4) Will inquire if he is able to bring some already carved pumpkins for display.
 - ii) Guess the Pumpkin Weight Contest
 - (1) The pumpkin(s) will be placed somewhere on the softball field, and station(s) for voting will be spread out.
 - (2) The group agreed that we will ask the township to deliver the pumpkins to the winners if they are not still around to bring home with them.
 - iii) Costume Parade
 - (1) A staging area will be set up in the outfield of the softball field (below the tennis courts).

- (2) A schedule will be posted and announced with each age group going off for their parade every 15 minutes.
 - (3) The group agreed that the participants will all stand in the staging area and the judges will walk by all participants, instead of the participants parading.
 - (4) The PA system will be used to announce the parade groups and winners.
 - (5) After prizes are given out, goodie bags will be passed out.
 - (6) We will also pass out the food donation bags on the way out along with the reminder for turkey donations. The donation bags can be dropped off at the township building.
- c) There will be no refreshments served at this event.
 - d) Picnic tables in the pavilion will either be moved, or stacked on top of each other and/or roped off to avoid congregation of large groups in the pavilion.
 - e) An idea was presented for a scarecrow decorating contest. The group agreed that for this year, we will present it as a community scarecrow display, asking residents to bring their decorated scarecrow to display at the Halloween event.
 - f) Advertising will be done strictly via a targeted postcard to each resident. In the interest of trying to not let the event get too large, no social media marketing will be done. Additional details will be provided on the township website.
 - g) Ms. Randzin will provide signs according to CDC guidelines for outdoor events to be displayed.
- 4) Holiday Tree Lighting
- a) Fri. 12/4/2020 @ 6:30pm, rain date Sun. 12/6/2020 @ 5:00pm
 - b) Ideas were discussed on how to host this event this year while still practicing social distance guidelines including having the line for photos with Santa go out into the field with spaces marked for social distancing.
 - c) The group agreed that we can hold this event and will fine tune the logistics in future meetings.

Meeting adjourned at 8:10pm.