



## WILLISTOWN TOWNSHIP PARKS AND RECREATION

MINUTES 1-16-18 7:00PM

PRESENT: CHRISTIAN ARENA, NICK BOCCELLA, BRAD DEHART, BRYAN GRIMM, KEN LEHR, ANDREW VASKAS

ABSENT: DENISE VANVALKENBURGH

### Administration

#### Organizational Meeting: Appoint 2018 Officers

Slate

Chairman: Andrew Vaskas

Vice Chairman: Bryan Grimm

Brad moved; Christian seconded; all in favor.

Recording Secretary: Mary Hundt

Andrew moved; Ken seconded; all in favor.

Andrew, as the new Board Chair thanked Ken for his service as Chairman and for his continuing service on the Board.

Approval of November 21, 2017 Meeting Minutes: Ken moved; Bryan seconded; all in favor.

Budget Proposal 2018 Approved: Mary reported that the budget was approved except for the \$5,000 request for a facilities audit consultant. Mary will sit down with Bill Hagan, Director of Public Works, to come up with a way forward regarding future planning for Township park and infrastructure management and maintenance.

Mary reported on a "get outside" marketing campaign by the PA Department of Conservation and Natural Resources (DCNR) and the Professional Recreation and Parks Society geared to have people identify with the benefits of their local parks. She asked Ken to speak about the program and his involvement in soliciting inspirational words and personal stories of parks from 50 parks and recreation professionals. Mary explained that this program was the basis of her request that each Willistown Parks & Recreation Board member share their inspirational word and story as an exercise in understanding each other's interest in parks and rec and the purpose of the group's efforts here. Mary asked if she could share the contributions on social media and online. All agreed. Andrew suggested the Department post Board member inspirations once per week on social media and ask the public to share the stories of what they value in parks and recreation.

Mary plans to schedule time with each Board Member to discuss what they see as their specific interests and goals for parks and recreation in Willistown and their service on the Board.

Mary briefly reviewed a DCNR Parks and Recreation Board Manual excerpt and discussed her Willistown Township Parks & Recreation Park Ambassador program. She explained that, as Ambassadors for this Department, Board members and staff are all in service to our residents. We are here to listen to our residents and represent their voices to the Parks & Rec Board and Township officials. We are also here to inform our residents about Willistown's parks and programs. The group reviewed the Ambassador list and further duties of the role.

Mary reviewed the Parks and Recreation Board Member Projects and Assignments sign up spreadsheet and will follow up with each Board member individually as needed.

### Old Business

#### Parks

Greentree Park Addition: Mary gave an update, and filled the Board in on her discussion with one of the Greentree Office Plaza managing partners to memorialize the relationship over the years including the plaza providing access to their parking lot for park parties and daily use as well as use of their field for summer camps and daily use.

Greentree Park Best Management Practices Project: Mary reported that the contracts had been signed.

Greentree Park Grubb Road Entrance: Warrren Claytor, township resident and architect, has offered to do the design of this entrance pro-bono. As for the crossing of Grubb Road to 3<sup>rd</sup> Ave, there will not be a 3 way stop, but there can be a crosswalk and the speed limit is going to be lowered to 25 MPH.

Okehocking Dog Management and Outreach Program: As discussed under Board Member Projects and Assignments, Bryan will work with Mary to produce an informational flier about Okehocking, the funding to purchase it having been primarily for natural resource protection, and will include information relating to dog etiquette at Okehocking. Mary and Nick will work together to host a Puppies in the Park Party at the Leash-Free Field at Okehocking relating to training and fun as a way to create community among the dog owners, establish a relationship with them and the Parks & Recreation Department and Board, and educate them about the preservation of Okehocking, etc.

#### Programs

Willistown Township Summer Camp Relocation and Full-Day Camp Update: Mary reported that she was able to connect with the representative from Sugartown Elementary School. She had a few conversations and was then told to contact the Great Valley School District main office.

#### Communications

Mary reviewed the kiosk assignment list, noted that she was wrapping up the March Towne Crier newsletter, and informed the Board that she was working on redesigning the website with Civic Plus to bring it into their updated platform. She noted that there was no charge for this process, and that Caroline O'Connor, the Township's Outreach Coordinator, was assisting Mary with the project.

#### New Business

None

#### Public Comment

None

Adjournment Bryan moved, Nick seconded; all in favor.

Next meeting: 3<sup>rd</sup> Tuesday of the Month at 7PM: February 20

All meetings are open to the public.

Respectfully submitted,

Mary Hundt, Recording Secretary