

**Lower Pottsgrove Township
Parks & Recreation Board Meeting Minutes
Monday, March 23, 2009 7:00 p.m.**

In attendance: Patty Bleakley, Chair
Patty Abdalla, Vice Chair
Tom Troutman
Dennis Cimino
Rich Wood

Alyson Elliott, Assistant Manager
Jennifer Corley

The regularly scheduled meeting of the Lower Pottsgrove Township Parks & Recreation Board was called to order by Patty Bleakley at 7:04 p.m.

Parks & Recreation Report

A motion was made by Rich Wood, seconded by Tom Troutman and unanimously approved by a 5 – 0 vote to approve the March 2009 Parks & Recreation Report.

Unfinished Business Ready for Action

2009 Event Planning – Ms. Corley reported to the Board that she has the volunteers needed for Saturday's Easter Egg Hunt. She reported that this year the Bunny will be more interactive. His attendant will have a basket full of candy to give the children. The candy was donated by Paul Kennedy of SK Advertising. Ms. Corley also reported that we have received a most generous donation of \$5000 from Exelon Nuclear Generating Station. In lieu of this donation we will call the event the *Exelon Nuclear Summer Concert Series* as requested in the information that was received with the check.

Unfinished Business Not Ready for Action

Fundraising - The Board had discussion on the issue of raising funds for Parks & Recreation projects. Mr. Wood said that he has discussed this with Soccer sponsors and found that there is interest from several business owners in having signage at Gerald Richards Park on the fence around Field #3. The Board would have to determine the placement of the signs as well as the design for the sign. This would be to insure all signs are uniform. Mr. Wood has attended games at a facility that has done this and reported that it was in good taste and did not look cluttered. Mr. Troutman suggested he might be able to take photos next time he was there for Ms. Elliott to present to the Board of Commissioners. Mr. Wood commented he felt that as a Board there must be a decision on what they would like to accomplish. The Board must decide the following (to start):

1. What are we doing the fundraising for?
2. What are the plans for future development of the parks system?
 - a. Do we want to improve the existing parks?
 - b. Do we want to develop future parks?

Ms. Abdalla commented that as a Board we do not want to exhaust our resources on small projects such as benches and trees, rather we should set a strategic plan in place that would enable funding on a larger scale for bleachers or possibly naming rights. Mr. Wood inquired as to whether it was the Parks & Recreation Board's task to determine a plan for an existing park such as Gerald Richard's Park. Ms. Elliott responded that one of the functions of this Board is to recommend projects etc to the Board of Commissioners. Mr. Wood also agreed with Ms. Abdalla on the resources and commented that the Board has many ideas and may benefit from a work session to determine what the Board would want to accomplish in existing parks. There could be different levels of sponsorship for various projects. The first

level would be amenities, such as benches or shade trees. The second level would be major improvements such as bleachers and the “Cadillac” level would be naming rights for a field, pavilion, etc.

Ms. Abdalla excused herself from the meeting at 7:35 p.m.

Ms. Bleakley asked if there was a way for the Parks & Recreation department to handle bequests of land, real property or large sums of money. Mr. Wood asked Ms. Elliott if we could work with the Montgomery County Lands Trust to accept a house, sell it and replenish the coffers that are used to purchase Open Space for future acquisition of Open Space property in Lower Pottsgrove Township. Ms. Elliott responded that we would have to check with the solicitor to find out if there is a dollar limit on what we can accept. For large bequests we would have to establish a Friends Group that operates as a 501(c)3. Ms. Bleakley suggested we find out the limitations before we decided to begin the fundraising process or a capital campaign. Mr. Wood also offered the solution that a donor can go directly to a vendor and purchase the product to be donated.

New Business

Mission Statement

Ms. Elliott presented the idea that we would like to establish a handbook for Parks & Recreation Board Members. She explained that this board has more authority than most with its recommendations to the Board of Commissioners and appropriation of funds. In light of this, we would like to have a concise explanation of the role of the Parks & Recreation Board. Initially we would like this Board to come up with a mission statement. Ms. Elliott has some information providing guidelines for developing a mission statement. She will email that to Board members. This will be included in the handbook. Ms. Elliott asked the Board to bring suggestions to the next meeting.

Bylaws

Ms. Elliott also distributed a first draft of bylaws to be included in the handbook. She requested that members read this information and we will have discussion at the next meeting.

Comments by Board Members

Mr. Troutman commented on Sunnybrook Ballroom and noted there are many upcoming proms being held there and there is also going to be a Polka Festival.

Mr. Wood inquired about the Sprugel’s Run Trail and its progress. Ms. Elliott responded that this is something the Township is working on through several Land Development projects in the lower end of the township.

Comments by Visitors

Mr. Doyle acknowledged Ms. Corley’s success at getting a \$5000 donation for the Summer Concert Series and thanked her for her efforts.

Motion was made to adjourn the meeting at 7:55 p.m. by Mr. Troutman, seconded by Mr. Wood and unanimously approved by a 4 – 0 vote.

Respectfully submitted,

Jennifer J. Corley