

Parks and Recreation Commission Meeting

Oakbourne Mansion
1014 S. Concord Road, Westtown, PA
12 November, 2013, 7:30pm

In attendance were: Parks & Recreation Commission members Kristine Lisi, Jennifer Shea-Schwacke, Maria Klang, Deb Litman-Goch, Leonard Tehrani, Bridget Brown, and Township Manager, Bob Layman. Rick Brown arrived late. Resident Walt Pavelchek was also present.

I. Call to Order

Jen called the meeting to order at 7:36.

II. Approval of Minutes (October 8, 2013)

Bridget made a motion to approve the minutes of October 8, 2013, seconded by Leonard. There were no questions and the motion was approved.

III. Old Business

A. Upcoming Events

1. Winter Festival – Sunday, December 1, 2013

The Commission discussed activities for the festival (cookie or donut decorating, craft, photographer). They asked Bob to ask Wayne Zimmerman if he could be Santa again this year. They also discussed decorations.

2. Planning Calendar for 2014

Jen did not bring a calendar so the commission decided to table this until next meeting.

3. Halloween/Fall Fundraiser – Saturday, October 25, 2014

Jen showed some decorations that she purchased at deep discount. Bridget bought a lot of decorations too.

The Commission discussed the viability of a Halloween fundraiser. Kristine expressed concern over actually making money on the event. She thought they would need at least ten sponsors at \$500 each to cover food, DJ, and alcohol expenses. Jen thought it would be wise to see how successful they could be at soliciting sponsors by March 1. Bridget suggested various themes (e.g. masquerade ball, silent auction, etc.). Various dates were discussed. The Commission also considered partnering with Friends of Oakbourne.

Maria suggested a Trunk or Treat event for the kids either the day before or the day after the adult fundraiser, tentatively scheduled for Saturday, October 25, 2014.

B. Mansion Rental – Holiday mailer feedback

Bridget was aware of two calls, but didn't know the details.

C. Health & Fitness – Winter Session Dates

Maria stated the winter session will start January 20, 2014 to the third week in March, 2014. Spring session will start the week of March 31.

She stated that class was cancelled last week due to lack of heat in the mansion, and the Township meeting room being unavailable due to the Board meeting, and Election Day.

IV. New Business

A. Winter Newsletter – Deadline December 9

Kristine wanted to do a year in review article, covering all the events, as well as improvements made at the mansion (water tower facelift, new boiler).

B. December Meeting Date

The Commission decided to cancel their December meeting due to the conflict with the Township Christmas party, and the lack of any significant items for an agenda.

C. Girl Scout / Boy Scout Summer Camp fees

The Commission agreed to charge Scout groups \$600 for the week, which is ½ the regular discounted rental rate. ($\$1500 \times .2 = \1200)

D. Marketing Alliance with Kisses Sweet Spa in Exton

The Commission did not think this would be a useful alliance.

V. Public Comment

Erin Schwacke, 1518 Carmac Road thought the Commission should bring the Dog Show back. She also thought that P&R should participate in the West Chester Halloween parade.

Kristine stated that the Dog Show was cancelled due to low registration.

VI. Action Items

Jen – Purchase an At-A-Glance wipe-off calendar.

VII. Adjournment

Kristine adjourned the meeting at 8:45.