

Parks and Recreation Commission Meeting  
Westtown Township Building  
1039 Wilmington Pike  
9 October, 2012

In attendance were Parks and Recreation Chair Kristine Lisi, Vice Chair Jennifer Shea-Schwacke, members Leonard Tehrani, Bridget Brown, and Rick Brown.

**I. Call to Order**

Chair Kristine Lisi called the meeting of the Parks and Recreation Commission ("Commission") to order at 7:50 PM.

**II. Approval of Minutes (September 11 2012)**

On the motion of Ms. Lisi, second by Mr. Tehrani, the Commission approved the minutes of September 11, 2012.

**III. Old Business**

**A. Finances 2012**

Ms. Lisi stated that the only change in the budget from last meeting was the movie nights were paid. The Commission discussed the dog show which in the past was the most expensive event. There was less paid out this year since the dog show was canceled. Ms. Lisi stated it was a great event in the past but needs to be put on a break for a couple of years. The Commission discussed checking to see if the money not used for the dog show could be used for a permanent sign at Oakbourne Park on which upcoming events could be posted.

**B. Budget**

**1. Programs**

The Commission members discussed the events that they would like to have for 2013, including bringing back the Mother's Day Tea.

Possible events include the yard sale in April, Mother's Day Tea in May, movie nights at end of June, end of July, and early September, and also a Halloween event.

The Commission members discussed ways to get more involvement from the community for the different events.

The Commission members discussed having a dinner and a movie in the Oakbourne mansion as a fund raiser for the mansion.

**C. Open Space Task Force**

Ms. Lisi stated that Mr. Tehrani and she both attended the Open Space Task Force meeting. Ms. Lisi and Mr. Tehrani reviewed what happened at the meeting with the Commission members. Ms. Lisi mentioned that they will be having an open public meeting on November 8th.

#### **D. Follow up from September Meeting**

Ms. Lisi reviewed the action items from the August meeting.

#### **IV. New Business**

The Commission members discussed looking into getting business cards. Ms. Shea-Schwacke will contact Joanne Grube in the Township office to find out what they will cost.

##### **A. Events**

##### **1. Winter Festival**

Ms. Lisi asked Mr. Layman if he would need to get in touch with Wayne Zimmerman and give him the date for the festival

Ms. Shea-Schwacke reported she had already collected pine cones for the one project.

Mr. Tehrani mentioned that he had access to candy dreidels if interested. Ms. Lisi mentioned she also has wooden dreidels too.

Ms. Lisi stated that she has had a hard time in the past finding the gold wrapped coins. Mr. Tehrani mentioned that Shop Rite usually has them.

The Commission members reviewed all of the games and the crafts for the festival. Ms. Lisi stated that she would get one more craft from Oriental Trading Company.

Mr. Tehrani suggested having someone bring a pony and dress it as a reindeer and offer rides. After discussion Mr. Tehrani will look into finding someone in the Township with a pony that would be willing to bring it and donate their time to take the kids for rides.

The Commission members discussed the decorations available for the holidays for the mansion and what is still needed. It was decided to put a notice in the newsletter asking if anyone had decorations that they would be willing to donate.

The Commission members discussed the possibility of having a photographer taking family pictures, once the mansion is decorated. Mr. Tehrani stated he could check to see if there are any photographers interested. The dates that were decided are November 25<sup>th</sup> from 12 to 2 p.m. and December 2<sup>nd</sup> during the winter festival. If one of the photographers will do this Mr. Tehrani will get all the information to Mrs. Adler for the newsletter right away.

##### **2. Yard Sale Meeting**

Mr. Tehrani proposed having the Yard Sale Meeting on January 16<sup>th</sup> at 7:00 pm at Oakbourne Mansion.

Mr. Tehrani stated he is working on a power point presentation which would review what was done in the past and what the Commission hope to do differently for future Yard Sales to show at this meeting.

Ms. Shea-Schwacke will send out an email to all previous participants to invite them to the meeting and to bring their suggestions of what can be done differently.

### **3. Open House Meeting**

Mr. Tehrani mentioned the dates that had been previously discussed for this have to be rescheduled. He is suggesting the dates for November 28<sup>th</sup> and December 1<sup>st</sup> to have this open house/volunteers wanted. After discussion it was decided to have the first open house meeting during the January Commission meeting which would be January 8<sup>th</sup> and if people cannot make that date ask them to come to the January 16<sup>th</sup> Yard Sale Meeting and make that a combination meeting.

## **B. Park Renovations**

### **1. Oakbourne Mansion**

Mr. Brown stated that he was approached by a local artist who would like to put some of his paintings in the mansion and it would not cost the Township anything. He would just have his information there for anyone who might be interested in purchasing to contact him.

Mr. Tehrani suggested making sure they sign a waiver before putting anything up in the mansion that says the Township is not responsible for any damage to his art work.

### **2. Oakbourne Park-Main Entrance Sign**

Mr. Tehrani will put together a summary of the quotes he has for the renovation of the entrance sign to Oakbourne Park to send the rest of the Commission so it can be taken to the Board of Supervisors. .

The action items for this month are the following:

1. Ms. Shea-Schwacke will contact Joanne Grube regarding looking into getting business cards for the Parks and Recreation Commission.
2. The Commission members will be on the lookout for Halloween items when it goes on sale to purchase for the Halloween event in 2013.
3. The Commission members will discuss through emails the Parks Improvements list and decide what the top items are and present those items to the Board of Supervisors and also submit it to the Open Space Task Force.
4. Mr. Layman will get in touch with Wayne Zimmerman and give him the date for the winter festival.
5. Mr. Tehrani will look into finding someone with a pony to bring to the winter festival and dress it up as a reindeer and have a "ride the reindeer" for the kids.
6. Mr. Tehrani will check with the photographers he knows to see if they would be available to take family pictures at the mansion once it is decorated.
7. Ms. Shea-Schwacke will email everyone that was involved in the yard sale in the past to let them know about the meeting on January 16<sup>th</sup>.
8. Mr. Tehrani will do a summary of the quotes he has for the renovation of the Oakbourne Park entrance sign and get it to the Commission members so it can be taken to the Board of Supervisors.

## **V. Public Comment**

Mr. Brown stated that he has some ideas to make things better at the Oakbourne Mansion once the Board of Supervisors give their okay to the Commission.

**VI. Adjournment**

Ms. Lisi adjourned the meeting at 9:15 PM.

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