

Manheim Township Parks & Recreation Department

**MONTHLY BOARD MEETING MINUES**

**DECEMBER 6, 2005**

I. The regular meeting of the Manheim Township Parks & Recreation Board was held in the Board Room of Stauffer Mansion on Tuesday, December 6, 2005. Chairman Bohan called the meeting to order at 7:35 p.m. In addition to Chairman Bohan, board members present included Gard, Keene, Laubach and Miller.

II. **Approval of November 1, 2005 Minutes** - Mr. Miller made the motion to approve the November 1, 2005 Minutes as written. Mr. Gard seconded this motion.

III. **Treasurer's Report** - Mr. Miller questioned declining income for the Overlook Activities Center. Director Lovelette explained that the positive income curve has not fully recovered since the closing of the rink due to the floor renovation. Mr. Miller reported that invoices paid were of the usual nature.

IV. **Committee Reports:**

Facilities Committee - No report.

Personnel Committee - No report.

Program Committee - No report.

Public Relations Committee - No report.

Finance Committee - No further report.

V. **Old Business**

*Comprehensive Plan Status Update:*

Overlook Community Foundation - Director Lovelette reported that last month's meeting minutes were included in the package. Director Lovelette further reported on the status of the well monitoring on the site. SRBC is requesting that water usage for the Golf Course and the Community Campus be combined utilizing one permit. Director Lovelette also reported that the Barn renovations are proceeding with opening being a few months behind schedule. A lease for the restaurant (inside Barn) is almost complete. Also discussed at the meeting, Director Lovelette stated was the first draft of the MTOCF Vision Statement.

Holiday Open House - Director Lovelette reported that the annual Holiday Open House was very well attended. Activities included music provided by the MTHS Music Department, crafts for children hosted by employees of A.C. Moore, a magic show and, of course, Santa paid a visit.

Slate of Officers - Mr. Keene presented the slate of officers for 2006 (Chairman - Jim Bohan; Vice-Chairman - Mike Keene; Treasurer/Assistant Secretary - Dixon Miller; Secretary/Assistant Treasurer - Nick Gard). The officers will remain the same as they were presented in 2005. Voting will take place at next month's meeting.

VI. **New Business**

WebTrac - Director Lovelette reported that the WebTrac module of RecTrac was installed by Vermont Systems the week of November 28. Lorri Haney explained that two (2) upgrades to the RecTrac system had to be installed before RecTrac could be enhanced with the WebTrac module. Additionally, there were firewall and credit card processing issues that needed to be addressed. Subsequently, WebTrac is not operational. Director Lovelette reported that Robin Church, Manheim Township IS Director, would be working to finalize what needed to be done to make the system operational.

Correspondence - Enclosed.

(Continued)

- VII. **Commissioner's Report** - In Commissioner Downing's absence, there was no report.
- VIII. **School Board Report** - In Mr. Hodge's absence, there was no report.
- IX. **Museum Board Report** - Vice-Chairman Keene reported that Arro has been acquired as the sole sponsor of the Landis Woods Art Show (\$2,500 donation). He further explained that two (2) additional board members were interviewed.
- X. **Director's Report** - Enclosed.

Director Lovelette reported that he had received a phone call regarding Pool Membership prices for 2006, as the caller wanted to purchase a gift certificate as a Christmas gift. Director Lovelette explained that membership prices have not been increased in four years. It was discussed that 2006 fees will be discussed at the January meeting.

- XI. **Adjournment** - With no further business to discuss, the meeting was adjourned at 8:35 p.m. by Mr. Miller. This motion was seconded by Mr. Gard.

Respectfully submitted,

Lorri A. Haney