

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING MINUTES

Tuesday, January 2, 2018

- I. The meeting of the Manheim Township Parks and Recreation Board was held in the Blue Room of the Stauffer Mansion on Tuesday, January 2, 2018. Chairman Bohan called the meeting to order at 5:30 PM. In addition to Chairman Bohan, board members present were Boufford, Keene, Kreiner and Smith.
- II. **Review and Approval of Parks & Recreation Board Meeting November 14, 2017 and December 14, 2017 Minutes** – Ms. Kreiner made the motion to accept the November 14, 2017 Minutes as written. Mr. Boufford seconded the motion. The motion was then approved unanimously. Mr. Boufford made the motion to accept the December 14, 2017 Minutes as written. Ms. Kreiner seconded the motion. The motion was then approved unanimously.
- III. **Treasurer’s Report** – No report. Chairman Bohan reported that the Board of Commissioners are having an organizational meeting tonight. Tom O’Brien and Donna DiMeo are the Commissioners who will serve as liaisons to the Parks and Recreation Board.
- IV. **Committee Reports:**
 - A. ***Facilities Maintenance*** – The December report was enclosed within the packet. Vice-Chairman Keene reported that the restroom building at Overlook is under roof.
 - B. ***Facilities Coordination*** – No report.
 - C. ***Program*** – No report.
 - D. ***Youth Sports*** – No report.
- V. **Director’s Report** – The Director’s report was included within the packet.
- VI. **Liaison Reports**
 - A. ***Commissioner’s Report*** – No report.
 - B. ***School Board Report*** – No report.
 - C. ***Boettcher House Museum Board Report*** – No meeting, no report.
 - D. ***Pathway Committee*** – No meeting, no report.
 - E. ***Manheim Township Historical Society*** – Ms. Kreiner reported on the Holiday Open House at the Stoner House. Saturday (12/9/17) 40 attended, Sunday (12/10/17) 10 attended.
- VII. **Action Items**

Chairman Bohan reviewed the past procedure for recommendation of a Parks & Recreation Board Member. Candidates are interviewed by the Parks & Recreation Board and then a recommendation is sent to the Commissioners for appointment. This did not happen for newly appointed member. The 2018 Board appointments are: Jim Bohan, Chairman, Mike Keene, Vice-Chairman, Doreen Kreiner, Secretary. John Smith, Rick Green and Joe Boufford additionally serve on the Board. Chairman Bohan also reported that he contacted Mr. Green regarding further membership of the board. Mr. Green is ill and Chairman Bohan expects that Mr. Green will resign from the Board.

A. 2018 Committee Assignments:

Committee	Lead	Support
Facilities Management	Keene	Ziegler
Facilities Coordination	Boufford	Smith
Program	Boufford	Green
Youth Sports	Bohan	Ziegler
Finance (as necessary)	Kreiner	Smith
Personnel (as necessary)	Bohan	Keene

Organization	Liaison
Board of Commissioners	Tom O'Brien Donna DiMeo
Habitat MT	Earnest / Ziegler
Boettcher House Museum Board	Keene / Earnest
Pathways Committee	Keene / Earnest
School Board	Smith

Mr. Keene made the motion to approve 2018 Committee Assignments and officers. This motion was seconded by Ms. Kreiner. The motion approved unanimously.

VIII. Discussion

A. Old Business

None.

B. New Business

None

IX. Correspondence – None received.

X. Public Comments – None.

XI. Adjournment – The meeting was adjourned at

Next meeting Tuesday, February 6, 2018, 6:00 PM, Stauffer Mansion.