

Manheim Township Parks & Recreation Board

**MONTHLY BOARD MEETING MINUTES**

**November 9, 2010**

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Stauffer Mansion Blue Room on Tuesday, November 9, 2010. This meeting was rescheduled from Wednesday, November 3, 2010. Chairman Bohan called the meeting to order at 7:00 PM. In addition to Chairman Bohan, board members present included Vice-Chairman Laubach, Lee and Miller. Ms. DeSha and Mr. McBride were absent. Also present was Recreation Director Earnest and Commissioner Martin. No guests were present.
- II. **Review and Approval of Parks & Recreation Board Meeting October 5, 2010 Minutes** – Mr. Lee made a motion to approve the October 5, 2010 Board Minutes as written. This motion was seconded by Mrs. Miller and then approved unanimously.
- III. **Treasurer's Report** – In Ms. DeSha absence, Director Earnest reported on the current Recreation monthly finance report (as of the end of September & October). Director Earnest announced that revenue is down approximately \$60,000. Expenditures adjusted accordingly. Revenue down due to Carriage House renovations (closure), High School pool renovations (Fall Aquatic sessions).

**IV. Committee Reports**

**Facilities** – Mr. Lee reported on the status of the Weaver Road project. The stands will be completed this week and fencing will be starting soon. Fencing posts have been unevenly placed. The baseball field has been sodded and Mr. Lee commented that the facility is "magnificent". Vice-Chairman Laubach asked if there is a grand opening planned. Commissioner Martin asked if the Recreation Department wanted to host it. Director Earnest stated that it will be planned and then presented to the Board and the Commissioners.

**Personnel** – Chairman Bohan reported that there are two (2) board openings. Chuck Krick has resigned and Kevin McBride has chosen not to continue. Vice-Chairman Laubach and Mr. Lee are on the personnel committee. A packet of individuals that have applied for MT volunteer positions was included in the packet this month. Director Earnest asked that Board members rank candidates and then interviews would be scheduled. Recommendations are due to the Commissioners by December 13. Director Earnest stated that interviews will be conducted the week of November 15th. Discussion was held regarding having sports group representatives serve on the MTPR Board. Mr. Lee further explained that previously board members were not permitted to be allegiant to any sports group organization. In the past few years, this no longer held true. Mr. Lee suggested that an additional non-voting member be added to the board representative of the Youth Sports organizations. Chairman Bohan agreed with Mr. Lee's concept, but stated that the Board Ordinance would need to be amended. The Ordinance specifies a seven (7) member board. Commissioner Martin stated that the By-Laws could be amended. Chairman Bohan asked that two (2) action items be added to the agenda for the December meeting. 1.) Creation of Youth Sports Committee; and 2.) Extending opportunity of additional non-voting member (Youth Sports Liaison) to the Youth Sport organizations. Mr. Lee commented that we need to get back on track with regard to "semblance of order". Commissioner Martin stated that he thinks that "you're making a mountain out of a mole hill". Commissioner Martin stated that there is a procedure in place now to follow and that procedure should be followed.

**Program** – Mrs. Miller had no report.

**Public Relations** – No report.

**Finance** – Director Earnest reported that it has been an interesting budget year.

**Non-Motorized Pathway Committee** – No report. Director Earnest reported that the next Non-Motorized Path Team meeting is schedule for November 18.

**Comprehensive Parks, Recreation, Open Space and Greenway Infrastructure** – Director Earnest reported that two meetings have been held within the last month. The next meeting is scheduled for December 2. Program staff retreat scheduled for Wednesday, November 10.

- V. **Director's Report** – Chairman Bohan announced that the Director's Repot was on the table tonight. Review of the report (silence). Commissioner Martin asked when the next Trustees meeting was scheduled. Director Earnest stated she would notify him. Director Earnest reported that Leroy Emerich dropped off halyard keys for the flagpole that was installed at Community Park. A dedication ceremony will be planned. Chairman Bohan asked if the swim team situation that was discussed at last month's meeting has been resolved. Director Earnest explained that it has been resolved. Director Earnest and Public Works Director Neff are working on a lit mile (path) within the Township. Mr. Lee stated that the path at Weaver Road facility would be lit (1/2 mile?).

( Continued )

**VI. Old Business**

**User Fees** – Director Earnest explained that a request has been received for Weaver Road field use on December 4 and 5. If the facility is ready, no reason not to rent. Fees for synthetic field rental might need to be revisited (currently set at \$140/hour).

**VII. New Business**

**Correspondence** – Enclosed.

**Advertising Program** – Director Earnest explained that meetings were held with the Youth Sports groups. Sample mesh signage can be seen at F & M. Mr. Lee distributed and reviewed advertising package fees. The signs will be contracted for three (3) years. 3' x 5' (total quantity 134) or 5' x 10' (total quantity 87) are the two sizes that will be available. Mr. Lee explained that the next phase will include naming rights, concessions, scoreboards, naming park, etc. An advertising package will be presented at the December meeting for review before being sent to the Commissioners for approval.

**VIII. Overlook Community Foundation Report** – Chairman Bohan reported that the Minutes from the October meeting were included in the packet. Mrs. Miller asked if Capital Expenditures were discussed. Commissioner Martin requested that Director Earnest work with Steve Bussamas on capital budget items.

**IX. Commissioner's Report** – Commissioner Martin had no additional report.

**X. School Board Report** – Mrs. Miller reported that bids are going out on the Landis Run Intermediate School. She also commented that she brought a plan if anyone was interested in viewing it. A contest was held to name the school. Discussion was held on the status of Eventis.

**XI. Museum Board Report** – Director Earnest reported on water damage at the House. A permanent solution will be done. The Board is working on programs for 2011. A Veteran's Day program will be held this coming Sunday (November 13).

**XII. Public Comments**: No guests, no comments.

**XIII. Adjournment** - The meeting was adjourned at 8:39 PM.