



## ***West Hanover Township - Park & Recreation Board Meeting Minutes***

628 Walnut Ave. Harrisburg, PA 17112

**Type of Meeting:** Regular Monthly Board Meeting

**Invitees:** Any persons interested in volunteering for the Parks & Recreation Board

I. **Call to Order:** Meeting called to order by Jeff Holt at 7:00 pm

II. **Roll Call:** Jeff Holt, Chairman; Rebecca Schwartz, Vice Chairman; Gloria Zimmerman; Debbie Hetrick;

III. **Absent:** Wade Cope

IV. **Also in attendance:** Marc Ehnot, Paul DeVincenzo, Mr. & Mrs. Glaser

V. **Approval of Minutes:** Gloria Zimmerman made a motion to approve the minutes from the regular monthly meeting held on January 18<sup>th</sup>, seconded by Rebecca Schwartz. Motion passed unanimously.

VI. **Public Comment** –

VII. **Board Presentations:** Don Holmes and Jeannette Zimmerman were present to make the following presentations to the Board:

- Don introduced the applicants for the Board. Marc Ehnot & Paul DeVincenzo. They each spoke to express their interest in serving the township. Mr. Holt gave an overview of the position and asked about their interests. Mrs. Zimmerman asked Mr. Holmes if all of the applicants have been sent over from the main office. Mr. Holmes replied that he believed that he had them all. Don then gave the applicants a rundown of events and opportunities to help out. Mr. Holt also explained that some items are funded with the annual township

budget and other items are funded by FILO funds. He further explained FILO funds and how / why they are received.

- Mr. Holmes stated that the BOS had approved the mowing contract to go back up for bid. He will be advertising for the RFP and will report back to the Board next month. Mr. Holt asked that the BOS be thanked for their consideration on this matter.
- Mr. Holmes reported on the Game Day event being a success. No taxpayer monies were used and everyone had a great time. Jeannette Zimmerman noted that there is another Game Day scheduled in March.
- Mr. Holmes presented the new eNewsletter that will be distributed to everyone who has signed up for more P&R info. eNewsletter is due to be sent out on Feb. 1. Will report feedback at next meeting. He shared the goal of having all advertising consist of email and social media, which costs nothing.
- Mr. Holmes presented the new sponsorship levels and opportunities. Introduced tiers and varieties for sponsors to select. He also explained his plan to hit all of the sponsors personally, rather than send out a blanket letter. Gloria Zimmerman noted that she had a contact at Comcast that could assist with community projects.
- Mr. Holmes shared new volunteer opportunities that are specific to roles and interests, rather than a vague volunteer position. He presented each level to the Board.
- Jeannette Zimmerman presented some upcoming events including the Family Paint Night and Children's Cooking Class. Also explained the rules for Indoor Movie Night and Movie in the Park events, as well as costs and advertising restrictions.
- Mr. Holmes noted that the township manager would like to hold all township board meetings at the municipal building. Discussion was still on going, so he would notify the Board if the location changes.
- Mr. Holmes stated that there had been no decisions made on the Lenker Park Extension. He also shared a presentation from Jeanie Glaser, VP of the Historical Society, to the BOS about the history of Buck's Tavern.

## **VIII. Old Business**

- Mr. Holt asked for a report on the Comp Plan, Mr Holmes noted that an RFP was being prepared for the bid of an engineering firm to assist with the plan.
- Steel Doors – Quotes are still a work in progress.
- Ped Path – Mr. Holt asked Mrs. Schwartz if she still had the ped-path book. She stated that it is in P&R office. Discussion was had as to the direction of the path. Mr. Holt noted that there would have to be BOS support. Mrs. Schwartz said that she would work on a presentation for the BOS to gauge support of the plan. She will put together a preliminary proposal for the Board by the next meeting. Gloria Zimmerman said that she would schedule a workshop with BOS on the second Monday of Mach to present it to them.
- Fee Schedule – Mr. Holt asked for a presentation at the next meeting of an updated fee schedule for the Rec Center and park facilities with consideration of security deposits as well.
- Baseball Agreement – Approved by BOS and ready for signing.

#### **IX. New Business**

- Digital sign for Municipal Building – Mr. Holmes will work on quotes.
- Park Updates – Board to come up with suggestions for Lenker Park Extension and Fairville Park redevelopment.

#### **X. Upcoming Events**

- Discussed upcoming events and excursions.

#### **XI. Board Comments**

**XII. Adjournment** - Motion made by Mrs. Zimmerman to adjourn meeting at 7:52 pm, seconded by Mrs. Hetrick. Motion passed unanimously.

**XIII.**