Meeting Minutes- August 10, 2016

In attendance: Rich O'Brien, Diane Spiegelhoff, Donna Faulkenberry, John Berner, Steve Zmijewski, Paul Wasserman

CALL TO ORDER: Meeting called to order at 7:35 p.m.

MINUTES FROM THE JUNE MEETING: Rich O'Brien asked to waive the reading of the June minutes. Paul made a motion to accept and Steve seconded. All were in favor.

COMPLETED PROGRAMS AND EVENTS:

- Arts & Crafts- Program is finished and went well.
  - Kids who did not register showed up for the program and had to be registered.
    - An average of 12 kids did this over the three weeks, so it was a hassle to take care of all the paperwork of registering the latecomers.
    - To decrease this from occurring, a good idea may be to allow latecomers, but have them pay a required late fee and register themselves on the online system.
- Swimming- Program ends Friday, August 19th.
  - The enrollment for swimming was very low.
    - Less than 10 kids were registered.
  - This is the second year in a row swimming has had a very low enrollment.
- Tennis- Program is finished and went well.
- Chargers Camp- Program is finished and went well.
  - 23 kids were enrolled.
  - Coach Cam said there were no issues and that he'd love to run the camp again next year.
- National Night Out- Event was a success.
  - The event time was moved from 5:00 p.m.-8:00 p.m. to 6:00 p.m.-9:00 p.m.
    - However, most people left by about 8:30 p.m.
  - All the purchased prizes were given out at the event.
  - It may be beneficial to publicize upcoming programs of the Recreation Department at the event next year.

STATUS OF ACTIVE PROGRAMS:

- Summer Volleyball- Program was shut down early due to low enrollment.

UPCOMING PROGRAMS AND EVENTS:

- 5K Race-
  - Sponsorship for the race is very low right now.
    - There is only about $700 in sponsorship money at the moment.
    - Haven't heard back from some sponsors from the past years.

        - In order to increase sponsorship participation, it may be a good idea to publicly thank the sponsor in a Facebook post.
            - The free publicity could encourage other sponsors.
    - Paul will send out emails to sponsors again.
    - There is a new sponsorship from LA Perfection Nails.
    - There are currently 3 runners and 2 walkers registered.
        - The Spotswood track team will also be there.
- Rutgers Class- Hopefully, a class can be held September 17th.
    - Need to see if the Media Center is available to be used.
        - Will do a facility request.
- Adult Basketball- No report.
- Youth Basketball- Everything is on schedule.
    - The gym is secured.
    - Registration begins the second week in October.
- Floor Hockey- Everything is on schedule.
    - The gym is secured.
    - Registration for Floor Hockey will also begin the second week in October.
- Radio City Bus Trip- Need to start planning for this event.
    - Will focus on this event at the September meeting and hopefully pick someone to run this event at the September meeting.
    - The event will be advertised soon after the September meeting.

OLD BUSINESS:

- REC Brochure & Communications Update- Reminders for all events will be sent out.
    - The brochure was updated.
        - It is currently at the printer and 1,250 copies will be printed.
    - This leaves 100 copies to give out after the 1150 copies are distributed through the schools.
    - A 5K reminder will be sent out next week.
    - The flyers from last year's Youth Basketball program will be modified and messaged in September.
        - There will also be an email blast sent out for Youth Basketball and Soccer on September 6th.
- Elections for 2017- Will need to decide on nominees soon.
    - Both Rich and Steve are stepping down from their current positions.
    - Rich O'Brien has said he is willing to be the Vice Chair.
- Eliminating check acceptance for registration- The Recreation Department website will only accept credit cards after a certain date.
    - If they don't have a credit card, they can contact Diane or come down to the Municipal Building to register with their check in hand.
    - Messaging for this will begin soon and this change will take place January 2017.
    - Rich asked for a motion to accept the new check acceptance policy for registration. Steve motioned, John seconded, and all were in favor.

NEW BUSINESS:

- New Secretary- Sam Wasserman has agreed to take over the role of the secretary beginning the September meeting.
- Contact List- Some addresses and contacts need to be updated.

- Michael Road Park- There was a complaint made about the amount of trash in the park and the overgrown shrubbery near the fence.

A motion to adjourn the meeting was made at 8:33 p.m. John motioned, Donna seconded, and all were in favor.

77 Summerhill Road, Spotswood, NJ 08884
(732) 251-0700, x834
spotswoodrecreation@yahoo.com