

Manheim Township Parks and Recreation Board

MONTHLY BOARD MEETING MINUTES

FEBRUARY 1, 2005

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Board Room of Stauffer Mansion on Tuesday, February 1, 2005. Chairman Bohan called the meeting to order at 7:30 p.m. In addition to Chairman Bohan, board members present included Adams, Gard, Laubach and Miller. Also present was Recreation Superintendent Norton and Commissioner Downing.

Chairman Bohan introduced and welcomed newly appointed School Board member Jim Adams.

- II. Review and Approval of January 4, 2004 Minutes - Mr. Keene made the motion to approve the January 4, 2005 Minutes as written. Mr. Gard seconded this motion.
- III. Treasurer's Report – Mr. Miller reported on the graph that was distributed (as of December 2004) commenting that, overall, even though revenue is 20% under, expenditures are under as well. Mr. Miller commented also that despite the criticism regarding the Overlook Falls Mini-Golf account, expenditures were also under budgeted projections.

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:

- A. Overlook Community Foundation - Chairman Bohan stated that the minutes to the last meeting were included in this month's packet. Recommendations from all the sub-committees of the Foundation have been given to the Commissioners. Director Lovelette reported that Phase III is continuing which includes the paths around the property. Director Lovelette reviewed the proposed park and amenities.
- B. OAC Update - Director Lovelette reported on the activity at the Overlook Activities Center (February calendar included in packet). Director Lovelette reported that during the first month since the floor renovation, 3,500 participants used the facility. He further explained that the interior of the center had been painted. He also reported that sport murals were commissioned to Bob Haldeman, a trained artist that is also one of our custodial crew members. Director Lovelette also reported that some of the lines that were painted on the floor are peeling. The Contractor will be called back in to repair them.
- C. Community Center Promotion - Chairman Bohan asked Commissioner Downing what exactly was the status of the Community Center. Commissioner Downing explained that an RFP had been sent out for architectural design of the Center. Director Lovelette reported that two of the three that had been sent the RFP have declined the work, as they are unable to complete the job.

(Continued)

V. Old Business (Cont'd.)

- C. Community Center Promotion - Commissioner Downing explained that a few of the Commissioners wish to see the Community Center started before they leave office. Commissioner Downing further explained that there are other Commissioners that do not feel that the plan should get started without resident's approval. A series of meetings should be held to inform the residents of any plans before moving forward with proposed amenities. Discussion was held regarding the previous public meetings that have been held (Commissioner's Meetings).
- D. Mini-Golf Marketing – Director Lovelette reported on the 2005-marketing plan that has been developed by the Director Lovelette and Sport & Fitness Coordinator Lopett. Director Lovelette briefly reviewed the plan. New promotions for 2005 include 1-2-Free Program, Holiday specials, coupon books (10 rounds / \$50), Fun Day Replay and Group Outing price reductions and age designated special events. There is a \$5,000 budget for the plan. Mr. Keene asked when the barn renovations were expected to be complete. Director Lovelette explained that since the barn renovations needed to be re-bid (originally bid excluding electrical and plumbing) the July, 2005 anticipated date is no longer valid.

VI. New Business

- A. 2005 Events – A list of these events was included in this month's package of information. Director Lovelette announced that one event was inadvertently left out. Added to the list on May 14 will be Anniversary Celebration of the Driving Range and Mini-Golf Course. Director Lovelette encouraged all Board members to participate in any or all of the activities listed.
- B. 2005 Project Review – Director Lovelette reviewed the project list for 2005, noting that some of the items listed were underway or already completed.

VII. Commissioner's Report – Commissioner Downing had no further report.

VIII. School Board Report - Mr. Adams reported that planning has been approved and is moving forward on the installation of a turf field. One of the major factors in this decision is for the safety of the athletes, and secondly, the increasing use of this field. Mr. Adams also reported on the change in the tennis courts. Revisions have been made to keep all (6) but two of the courts. All approvals have been received to begin the High School renovations. Mr. Adams reported on a policy that has been instituted at the District. It is a Disciplinary Policy (aka 218.4), which entails disciplinary action that will be taken if students get involved with drugs/alcohol (at any time; in or outside of school hours), they would automatically be banned from any sport or extra-curricular activity. Mr. Adams reported on Act 72.

IX. Museum Board Report - Mr. Keene reported that he would submit a detailed list of programs/activities that are slated for the Boettcher House in 2005.

XI. Adjournment - With no further business to discuss, the meeting was adjourned at 9:23 p.m., with a motion made by Mr. Keene. Mr. Laubach seconded this motion.

Respectfully submitted,

Lorri A. Haney