

Manheim Township Parks & Recreation Board

MONTHLY BOARD MEETING

November 1, 2005

- I. The regular meeting of the Manheim Township Parks and Recreation Board was held in the Board Room of the Stauffer Mansion on Tuesday, November 1, 2005. Chairman Bohan called the meeting to order at 7:30 p.m. In addition to Chairman Bohan, board members present included Gard, Keene, Hodge and Miller. Guest Roscoe Wilson, 1397 Orchard Street, arrived at 7:47 p.m.
- II. **Review and Approval of October 4, 2005 Minutes** - Mr. Keene made the motion to approve the October 4, 2005 Minutes as written. This motion was seconded by Mr. Hodge.
- III. **Treasurer's Report** - Mr. Miller reported that that with 75% of the year complete, revenue is realized at 80%, while expenditures are at 71%, commenting that, overall this was good. Mr. Miller commented also that that income at the Overlook Activities Center is slightly off. Director Lovelette stated that income at the rink has been off (has never fully recovered from floor refinishing – re-opened January, 2005) and possibly promotions are needed to bring people into the Center.
- IV. **Committee Reports:**
 - Facilities Committee – Mr. Keene had no report.
 - Personnel Committee – Mr. Gard had no report.
 - Program Committee – Mr. Miller had no report.
 - Public Relations Committee – In Mr. Dodson's absence, there was no report.
 - Finance Committee – No report.
- V. **Old Business**

Comprehensive Plan Status Update:

Overlook Community Foundation Report – There was not a quorum present at the last meeting, so no formal meeting was held (no Minutes). Chairman Bohan reported that there was publicity regarding the opening of the Dog Park in the newspaper. Director Lovelette reported that the opening of the Dog Park was well attended and there were some parking problems (people parked in non-designated parking areas). Mr. Miller questioned where the weir and flume are located on the property. Director Lovelette explained the year-long monitoring project that is required by the Susquehanna River Basin Committee (SRBC). The weir and flume were placed on the stream in order to monitor the water flow. Director Lovelette reported that the barn renovation is progressing and is projected to be complete by the end of February. There was a 6-week hold put on the renovations, due to a re-design of the Kitchen and Catering Areas. The restroom building will be moved and the Mini-Golf building will be closed within the next week.

Overlook Falls Report / Fall Family Night – Director Lovelette reported on this event. Approximately 694 people attended this event. The two (2) wagons (for hayrides) started at 5:15 and continued until 9:15 p.m. This event was very successful. Mr. Hodge reported that the group "Friends of Township Schools" were handing out material at the event, which he thought they should not be doing. Director Lovelette agreed. Director Lovelette reviewed the end-of-season reports for the Mini-Golf Course. Rounds for the season are approximately 8,200 round (as compared to 11,000 last year, but note that 3,800 rounds were given out for free for Grand Opening in May).

(Continued)

V. Old Business – Cont'd.

2006 Proposed Budgets – Director Lovelette reported on the updated 2006 Proposed Budget sheets that were distributed (in the package). Director Lovelette stated that the changes were indicated in bold. Director Lovelette reviewed the changes in both the operating and capital budgets.

2005 Projects – Director Lovelette reported on the status of 2005 Projects completed to date. Director Lovelette reported that WebTrac (internet registration) training will be on November 28. It is anticipated that the new registration procedure will begin in January. Director Lovelette briefly summarized what projects on the listing that have not been completed to date.

VI. New Business

2005 Pool Season – Director Lovelette reported on end-of-season Pool reports. In looking at attendance figures, there are two separate accounting numbers. One set of numbers are generated from RecTrac and the second set of numbers are off the daily reports that each pool fills out each day.

2006 Marketing and Public Relations – Director Lovelette announced that Kelly Wells has been hired as a Marketing / Community Events Coordinator for the Township. Meetings have been held with Kelly and Parks and Recreation Staff. A Recreation Division listing of marketing/publicity was created and given to Kelly. Director Lovelette stated that Community Day and Fall Family Night will be under the auspices of the Community Events Coordinator. Stauffer Holiday Open House will remain within the Parks & Recreation Staff.

Mr. Gard asked Director Lovelette about adding signage at the west side (Fruitville Pike) side of the Campus. He thought possibly a scrolling marquee sign. Director Lovelette reported that discussion has been held regarding signage at that location but no decision has been made.

Correspondence - Enclosed.

VII. Commissioner's Report – In Commissioner Downing's absence, there was no report.

VIII. School Board Report – Mr. Hodge reported

IX. Museum Board Report – Mr. Keene reported that a carving demonstration will be held at the Boettcher House Museum Sunday, November 13. This demonstration will be hosted by the Woodcarving Club and is an annual event.

X. Director's Report - Enclosed.

XI. With no further business to discuss, the meeting was adjourned at 8:40 p.m., with a motion made by Mr. Hodge. This motion was seconded by Mr. Keene.

Respectfully submitted,

Lorri A. Haney