

Meeting Minutes from January 12, 2022
Penfield Parks and Recreation Board

Organizational meeting of the Penfield Parks and Recreation Board was held at the Penfield Township Hall. The meeting convened approximately 6:01 pm. Theresa Seman presiding and Angela Schaffer, Secretary.

Attendees

Rachael Duling
Keri Gordon
Joe Pojman
Angela Schaffer
Theresa Seman

Tom Seman
Amy Smith
Tim Smith
Duane Johnson
Rick Conrad

No December meeting, no minutes to review

Treasurer's Report • Not available at meeting; Treasurer to email information.
• Balance \$3,656.73

Treasurer's report of expenses available for review upon request.

OLD BUSINESS:

Pictures with Santa • Attendance: 12 kids, appx 70 people plus band in hall.
• Collected a good number of items for Well Help.
• We provided goody bags; Historical Society gave apples and reindeer hats.
• Next year: add a table with crafts for kids.

NEW BUSINESS:

Election of Officers • Rachael Duling nominated for position of Treasurer; accepted nomination. Vote was cast.
- all in favor. Rachael elected as Treasurer for 2022.
• Angela Schaffer nominated for position of Secretary; accepted nomination. Vote was cast.
- all in favor. Angela elected as Secretary for 2022.
• Theresa Seman nominated for position of Chairman; accepted nomination. Vote was cast.
- all in favor. Theresa elected as Chairman for 2022.
• Amy Smith nominated for position of Co-Chairman; accepted nomination. Vote was cast.
- all in favor. Amy elected as Co-Chairman for 2022.

Movie Night • Sunday, January 16th. Set up 4:00pm; doors open 5pm.
• Will cook/pre-wrap hot dogs and put in roaster to keep warm.
• Water bottles available; no need to purchase.
• Will make popcorn.
• Need to decide on a movie.

- Concession Stand
 - Considering reopening / available for High School baseball games, and HotStove.
 - Inspector needs to be called by April, and must be called before first game.
 - Freezer and cooler are approved for use.
 - Need a “sneeze cover” for hot dog cooker.
 - Need thermometer, sanitizer.
 - Can sell pre-packaged items only. Need to set prices for the items we want to sell.
 - Need schedule from Teams
 - Research Food Training from Health Department
 - Once we affirm the concession stand will be open, we need to contact coaches.

- Picnic Tables
 - We will keep the tables we have. Tables need to be cleaned / sanded / repaired / painted.
 - Need to find best way to prep for painting.
 - Suggestion made to purchase new tables, one at a time.
 - Possibly use LMRE People’s Fund for purchase.

- Field Lights
 - Research replacement lighting available for fields.
 - Possibly use LMRE People’s Fund for purchase
 - Further discussion in February.

- Craft Show
 - Scheduled for April 30th.
 - Will be held in the Township Hall.
 - Possibly obtain permit for the day to sell food. Vendors want us to pay them to set up then pay us a percentage of their earnings. We would like to sell our own food.
 - Craft Vendor table price = \$25.00; first come first serve.
 - We need signage: who we are and why we are raising money.

- Easter Brunch
 - Palm Sunday, April 10th.
 - Angela to provide detailed notes of past Brunch at February meeting.

- Ballpark Field Signs
 - Past signs stored in Park garage.
 - Contact companies on signs presently have.
 - Suggested price to display sign = \$250.00 for the year.
 - Tom to make a list and contact companies.

Motion made to adjourn meeting, 1st by Tim Smith, 2nd by Tom Seman. Meeting adjourned at 7:06 pm.