

Meeting Minutes from April 13, 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 6:37 pm. Theresa Seman presiding and Angela Schaffer, Secretary.

Attendees

Rachael Duling
Joe Pojman
Angela Schaffer

Theresa Seman
Tom Seman
Eric Flynn

March meeting minutes were reviewed. Motion made to accept minutes: 1st by Tom Seman, 2nd by Theresa Seman. All in favor.

Treasurer's Report

- Huntington Bank balance as of 3/31/22 \$3,680.73
- Farmers Savings Bank balance as of 3/31/22 \$8,282.49

Easter Brunch: Expenses	(\$629.72)
Income at door	\$860.00
Income – leftovers	<u>\$ 38.00</u>
Profit	\$238.28

Old Business:

Easter Brunch

- Successful despite 2-year respite due to covid
- 77 adults, 16 kids under 12, 8 workers
- Beautiful sunny day
- Breakdown of items purchased and leftovers available in Secretary file
- Notes for next year:
 - Need advertising; 50/50 and raffle baskets (kids Easter baskets)
 - Deb Ince volunteered to coordinate easter egg hunt next year
 - Water bottles not needed
 - Need 2 electric frying pans, 2-3 pitchers and immersion blender for eggs
- Help needed:
 - bus tables
 - tear down tables / chairs at end of breakfast
 - volunteers to wear bunny costume

Craft Show

- April 30th, 10am – 3pm
- Vendors in hall at 9am
- Vendors can set up Friday after 5pm or Saturday morning
- Kitchen will have Water, Pizza available
- Raffle tickets / items in hallway
- Need eating area for concession customers
- Indoor spaces sold out; will add outdoor vendors for half price
- Pizza to come from Romeo's (Mgr Ryan)
 - Large pizza cut in 8 slices; sell for \$3 slice; start w/10 pizzas
 - Romeo's needs 45 min-1hr notice for more pizza; will provide bag warmer

- Grant
- No money was awarded for playground equipment from Lorain County Health Dept
 - We do have the \$6000 awarded by K.E.Y. Community Collaborative to be used toward the instruments.
 - Motion made by Rachael Duling to continue with the instrument purchase using the K.E.Y. funds along with presenting to the Trustees for additional funds; 2nd by Tom Seman, all in favor.

- Amendment to By-laws
- Two readings of the proposed Amendment were made (February and March)
 - Vote was made this meeting: All in favor to accept the Amendment as written – 1; All apposed to the Amendment as written – 4.
 - At this time, the Penfield Township Park Board By-laws will not be amended to include scheduled audits of the Treasury.

New Business:

- Park Concession Stand
- Test run – opening concession stand April 23rd
 - Tom will check Thursday or Friday on the Health Dept permit
 - Tom to notify Keystone Athletic Director Jonathan Bailey that stand will be open
 - Sign-up schedule will be put together
 - Park Board needs to commit to opening for KHS Baseball for this season
 - Motion made by Joe Pojman to open concession stand for April 23rd games, including cost of permit, and funds needed to purchase sellable items for the stand; 2nd by Rachael Duling; all in favor.

- Fundraising Purpose
- A solid goal is needed as to the use of the funds we raise
 - Suggestions include:
 - Soccer nets: Rachael to have husband research. Will present findings at next meeting
 - Backstops: We need to look at what maintenance is needed on the fields and rank in level of necessity
 - Basketball: Possibly paint the lines on the court; plan on Cleanup Day to complete
 - Tetherball: Suggest installing for older kids to play; we can do the installation

- Gator
- Belt broken; Bob & Bill changed, tuned-up and fixed shifting issue

- Clothing
- Suggestion made to purchase shirts & hats for Park Board members and Trustees
 - Rachael to ask Vicki about past shirts and printer suggestions

Motion made to adjourn meeting, 1st by Joe Pojman, 2nd by Rachael Duling. Meeting adjourned at 8:39 pm.