

Malvern Parks & Recreation Committee

Meeting Minutes – The November 1, 2021 meeting minutes were discussed but not put to a formal motion for approval and will be addressed for approval consideration at the January 5, 2022 Park & Recreation Committee meeting

December 1, 2021 @ 7:08PM

<i>Present:</i>	Helise Bichefsky-Reilly, Chair, Angela Lewis, Vice-Chair, John Finkbiner, Angela Riccetti, Tiffanie Quinn, Emalie Zinnie, Brendan Phillips, Andy Johnson, Gail Newman, and Tiffany M. Loomis, Interim Borough Manger
<i>Absent:</i>	None
<i>Next meeting:</i>	January 5, 2022 @ 7:00PM

New Business

P&R Signage – Tiffanie Quinn & Helise Bichefsky-Reilly

P&R will work on purchasing weather resistant A frame signs and banners. Different ideas were discussed including parking signs, "upcoming event" signage, and Food Drive bin locations. The P&R logo will be located on all signage create. P&R will search for something that can be altered regarding the message, as well as ones with permanent messages.

Remaining Budget Funding for Year 2021

Currently there is \$6777.60 remaining the 2021 P&R budget. That is not all for our use at this time, but P&R will be able to access approx. \$3000 before the end of the year. P&R will need to review the number of games that we have already purchased. The \$3,000 will be spent in the following manner: \$1000 for the Winter Wonderland/Winter decorations/Spring decorations, \$1000 for Signage/Banners, and \$1000 for Spring decorations.

Administrative Business – Helise Bichefsky-Reilly

Proper use of the borough owned credit card was reviewed. The Borough is currently working on getting P&R a library card and various purchasing agents such as: amazon, Costco, Oriental Trading Co.

Information Sharing – Emalie Zinnie

P&R will considering sending information between the committee members via a Google Doc. Emalie will work on setting this system up giving the Borough full access. This will be strictly for documents that are shared and will not be in place of regular emails.

S'mores & Snow in January 2022

Date to be determined. P&R would like to advertise for a bigger crowd than we had at the previous S'mores event. There are a lot of the materials/food left over so the cost will be minimal. P&R will consider getting space heaters for under the gazebo.

Old Business

Art in the Park – Tiffanie Quinn

Will bump this to the spring. Have not been able to coordinate it yet, though we do have our contact at Gallery 222.

Park Announcement Boards – Emalie Zinnie & Tiffanie Quinn

Will need to coordinate with the borough- Tiffany L- to get items in the announcement boards. Will coordinate with the different borough committees to get signage in the message boards. Need to think of items to put on the boards outside of social events

ADA Complaint Park Equipment - Helise Bichefsky-Reilly & Emalie Zinnie

P&R will be organizing a grant through the Borough for our first piece of equipment after the New Year. This project is on hold for the remainder of Year 2021.

Holiday Decorating in Burke Park – Tiffanie Quinn & Angela Riccetti

Tentative schedule to decorate - **12/12 at 9AM in Burke Park**. Tiffanie and Angela will be making purchases early next week to assist this process and creating the wooded cut outs- snowflakes. Hoping to get lights in the gazebo, though there are permanent lights that would detract from any that we would put up. .

Food Drive- Angela Riccetti & Angela Lewis

No progress. P&R did purchase a large red bin that is portable for the events. P&R will be getting an A frame sign to make the container more noticeable. Need to bump up our advertising on this. Food items are still being dropped off by the entrance doors of Borough Hall in small amounts.

Permanent Recycling Bins – John Finkbiner & Brendan Phillips

Recycle bins are fairly costly- approx. \$2800/unit. Issues were discussed such as stabilizing the unit in the ground, all weather units, and feasibility for the public works vs Blosenski to pick up weekly. P&R work with Joe Bones due to being on the Public Works subcommittee and the EAC for this park improvement. Monies will not come out of the P&R budget and will be allocated through capital expenditures and/or the general fund.

Potential Future Events

Game Night - Tiffanie Quinn to be held in May potentially as a game month.

Garden Projects - Tiffanie Quinn to be completed in Spring 2022.

Quizzo - Brendan Phillips and Angela Lewis to be held in Spring 2022.

Classic Cars – Brendan Phillips & Angela Riccetti

Community Wide Yard Sale

Health and Wellness Fair – Gail Newman

Winter Craft Show – February/ March 2022

Review of Completed Events

S'mores & Storied – Angela Lewis & Brendan Phillips

Had a very nice crowd for this "quick and impromptu" event. About 20 people. Everyone had fun. All of our newly purchased equipment worked well. 2 of our new camp chairs were taken during the set up and will need to be replaced.

Storkbook Walk - Helise Bichefsky-Reilly & John Finkbiner

Did not get the anticipated turn out. The portal for the program posted that it had 55 visitors scan to the website. A number of items that will need to be reviewed for any similar event. The "signs" were lawn sign size and would have been better to have more visible signs that were significantly larger. P&R would like to capture the interest of people walking by, not just those who find it online. The event really started later in the evening on a Sunday and ended Halloween weekend when the families were busy with costumes and parties and parades. P&R lost the advantage of having interaction during the weekends and this was not really an event for "after school" because it gets dark significantly earlier now. The program ran for 1 week.

Reports

Social Media- Tiffanie Quinn

The platforms that we will use to share information i.e. social events, pictures, etc. will be: Instagram (Borough is working on getting our UN and PW), Facebook, Constant Contact, Malvern Community Forum (a Facebook page).

Park Ambassador Reports

Quann Park- Andy Johnson posted to Malvern Community Forum a picture of the trash left behind. States that everything seems to be cleaner now. The police generally cannot do anything outside of handing out fines, which are fairly large.

Burke Park- Leaves have been used to fill in the areas by the swing set that was in need of mulch. Will still need mulch despite the improvised fix.

EAC Updates

Looking forward to working with P&R to get h recycling bins into the parks. Will be doing educational programs re: recycling.

Randolph Woods- Helise Bichefsky-Reilly & Brendan Phillips - None

Borough Council - None

Public Comment

No public comments was made.

Next Meeting

The next meeting is scheduled for Wednesday, January 5, 2022.

The P&R meeting adjourned at 8:29PM.