

WESTWOOD RECREATION DEPARTMENT

RECREATION ADVISORY BOARD

Minutes of June 14, 2010

1. MEETING CALLED TO ORDER at 8:05 P.M.

Present: Councilmember Ingrid Quinn, Chair Sherman Taylor, Vice Chair Heidi Catalano, Board Members Janine Borgersen, Chris Codner, Michael Griffin, Joan Hluchan, Don Smith, Director Gary Buchheister, Admin. Asst. Margaret McDonough

Absent: Member John Bonkowski

2. APPROVAL OF MINUTES of May 10, 2010: Member Borgersen made a Motion to accept the Minutes as present, Member Codner seconded the Motion; the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT:

a. Westvale Park: Councilmember Quinn reported that the Groundbreaking Ceremony will be held Tuesday, June 15 at 6:00 P.M.; all members of the Recreation Advisory Board are invited to attend. Director Buchheister apologized for the lateness of the invitation. The unavoidable delay to the project has been alleviated and Let It Grow will begin the work early on June 16.

b. Veterans Park: The irrigation project work has begun.

c. Westwood Pride Day: Ms. Quinn thanked the Board Members who represented the Recreation Department at the event.

5. DIRECTOR'S REPORT:

a. Volunteer Fee Waivers: The \$500. cap of fee waivers for the Recreation Department will be addressed at the Mayor and Council on Tuesday, June 15. Certain residents have previously had fee waivers exceeding several thousand dollars per annum. Volunteer Fee Waivers are extended to members of the Westwood Ambulance Corps, Fire Department and Police Auxiliary.

b. Pre-School Volunteers: The Senior Citizens who assist in the Pre-School Program will be recognized by Proclamation at the Mayor and Council meeting of June 15, thanking them for their dedication to and service to the community.

c. Spring Program Update: Director Buchheister reported that the Spring Programs have been very successful.

d. Special Needs Program Update: A proposed Summer Session of the Program is dependent on attendance. Mr. Buchheister has met with the Director of Special Services for the Regional School System, Rory McCourt. The draft of a Special Needs year-round program brochure including

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dance, basketball, yoga and art was presented. The Board congratulated Director Buchheister on the new programs.

e. Parks Report:

Veterans Park Memorial Benches: Director Buchheister presented a draft brochure for the new program of the proposed benches for the renovated Veterans Park.

Upgrades: Hageman, Voorhis and Brookside playgrounds have received wood carpeting and the basketball lines on the basketball courts at Voorhis, Hageman and Brookside Parks will be redone. Ten new basketball hoops will be placed in the parks, as needed. These upgrades have been financed through the Facility Use Fees, at no cost to the residents.

- f. Summer Playground Program: The Program is on-target and is expected to exceed the 2009 registration. Registration has been open for six weeks; a late fee will now be imposed for additional registrations. Staff changes have already been made due to the increased registrations. The on-line registration is approximately 30% of the total registration and should alleviate the need for late registration.

7. NEW BUSINESS:

- a. Concert Series: Ms. McDonough presented the Series schedule for Thursdays in July and the Board Members Hosting schedule was determined.
- b. Movies in the Park: Member Griffin presented the program schedule for Mondays in August. Free popcorn and water will again be provided to attendees. Mr. Griffin has obtained full sponsorship to pay the program royalties and snacks. Although he and Ms. McDonough have successfully done the program each year, he invited the other Board Members to assist when available.
- c. Pre-School Graduation: Director Buchheister reported that the Graduation Ceremony was very successful. Caps and gowns have been purchased for the Pre-School; the students each received a diploma and tassel. Registration for the 2010-2011 year is on-target.
- d. Facility Use Application: Director Buchheister presented the revised Application which will be presented to the Mayor and Council for Approval. The revised Application will streamline the process and increase the Consumption of Alcoholic Beverage Security Deposit at the recommendation of the Borough Attorney. Discussion followed on the various events held in the Community Center, custodial responsibilities and the benefits of having a staff person on premises during large events.
- e. Westwood Police Pistol Range: The closed range is the tentative location of a remote-control miniature car program. The area is adjacent to the D.P.W. requiring that the program be held outside of D.P.W. hours. Sgt. Held of the Westwood Police Department has proposed the program and has volunteered to be the coordinator.

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- f. Remote-Control Model Airplanes: It has been reported that individuals have been using these planes in the Westvale Park / Berkeley School field. Director Buchheister confirmed that this activity is dangerous for other individuals in the area and is not allowed. He requests that this misuse of the parks be immediately reported to the Police Department.
8. ADJOURNMENT: Motion to Adjourn was made at 8:56 by Member Griffin, seconded by Member Borgersen. The next meeting will be Monday, Sept. 13, 2010 at 8:00 P.M. in the Community Center.