

WESTWOOD RECREATION DEPARTMENT  
RECREATION ADVISORY BOARD

Minutes of December 9, 2013

1. MEETING CALLED TO ORDER at 8:03 P.M.

Present: Councilmember Peter Grefrath, Chair Michael Griffin, Vice Chair Heidi Catalano, Members Jeanine Borgersen, Joan Hluchan, Angelo Pira, John Toale, Recreation Director Gary Buchheister, Admin. Asst. Margaret McDonough

Absent: Member Chris Codner

2. APPROVAL OF MINUTES of November 11, 2013: Member Toale made a Motion to Accept the Minutes as presented; Member Pira seconded the Motion; All in favor; the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Grefrath requested that the Board Members whose terms expire as of December 31, 2013 confirm their intention to continue serving on the Board. Member John Toale confirmed that he will continue to serve, Members Janine Borgersen and Joan Hluchan will advise Director Buchheister by December 13.

Mr. Grefrath stated that he was pleased to announce that the Council unanimously adopted the Fee Ordinance for 2014 which includes a \$25,000 budget item for Westvale lighting. He congratulated Director Buchheister and the sports organizations for managing the use of field lighting to adhere to the budgeted line item.

5. DIRECTOR'S REPORT:

a. Fall Program Update: Director Buchheister reported that the Fall Program Season has been very successful and will conclude within the next week.

During the Chamber of Commerce's 'Small Business Saturday' the Crafty Kitchen Program offered a special session which was extremely successful. Special programming will be expanded for 2014 to include more activities and longer hours to assist the residents participating in Small Business Saturday.

b. Pre-School Update: The four-year old class currently has 21 students and the three-year old class has 16 students; additional students are anticipated in both classes. The Pre-School continues to run excellently, the children are thriving and the parents are very pleased with the program.

c. The Basketball Program registrations have increased more than 14 percent over last year, particularly in the girls' leagues. The Boys Grade 9-12 league has been on hiatus and will be resurrected this year and Dennis O'Brien has agreed to resume his position as Coordinator.

d. End of the Year Report: Director Buchheister presented a draft of the report for the Board's review prior to presenting it to the Council. The report was reviewed and discussed.

After extensive discussion, Member Toale made a Motion for the Council to allow Director Buchheister use of available funds in the Recreation Trust Fund to refurbish Borough park and Community Center facilities. Member Borgersen seconded the Motion; all in favor the Motion passed.

e. Special Needs Program: Director Buchheister reported that the Program's Basketball season ended with a year-end party including trophies. The feedback from the parents and children for the event was outstanding as many of these children had never been able to participate in, or receive trophies for, a program before this. The Special Needs Program will continue to expand.

6. OLD BUSINESS:

a. Committee Assignments: Tabled

7. NEW BUSINESS:

a. Nominations for Chair, Vice Chair: Nominations were Tabled to the January 13 Board Meeting when new Board Members would be present.

b. Goals for 2014: Tabled to 2014. Director Buchheister requested that the Board provide input for areas of improvement and expansion. Discussion followed.

c: Director Buchheister thanked Chair Michael Griffin on his retirement from the Board for his service to the Board and to the Recreation Department beginning with his creating the Movies in the Park Program which he and Ms. McDonough have run for ten years. Mr. Griffin stated that serving on the Board has been his pleasure and that he will remain available to the Department to assist in any capacity he can.

8. ADJOURNMENT: Motion to Adjourn was made at 8:55 P.M. by Member Janine Borgersen, seconded by Vice Chair Catalano. The next meeting will be January 13, 2014 at 8:00 PM. in the Community Center.