

WESTWOOD RECREATION DEPARTMENT  
RECREATION ADVISORY BOARD

Minutes of February 10, 2014

1. MEETING CALLED TO ORDER at 8:04 P.M.

Present: Councilmembers Robert Miller, Chair John Toale, Vice Chair Angelo Pira, Board Members Jeanine Borgersen, Kevin Corcoran, Joan Hluchan, Jodi Murphy, Recreation Director Gary Buchheister

Absent: Member Heidi Catalano, Admin Asst Margaret McDonough

2. APPROVAL OF MINUTES of January 13, 2014: Member Toale made a Motion to Accept the Minutes as presented; Member Nass seconded the Motion; All in favor; the Motion passed.

3. OPEN PUBLIC FORUM: No report.

4. COUNCIL LIAISON REPORT: Council Member Robert Miller reported that a line by line budget review is in process for the 2014 Budget and encourages all members of the public to make their opinions known early in the budget process, emphasizing the restrictions of the 2% cap.

Vice Chair Pira questioned Councilmember Miller whether expenditures would be approved from the available Recreation Trust Account for necessary equipment for field maintenance in the coming year. Mr. Miller stated that it is possible.

5. DIRECTOR'S REPORT: Director Buchheister reported that he has presented the Recreation Department budget to the Borough Administrator and the C.F.O. stating that it is fortunate that the requested departmental funds are so minimal generally, with no increase or a decreased budget, that he does not anticipate any adjustments.

Director Buchheister introduced Board Member Ms. Jodi Murphy. Ms. Murphy related her life-long history in Westwood; and as someone in the health / recreation industry she is very interested in programs available to promote health and activity for the residents.

a. Winter Program Update: Director Buchheister presented a summary of the current Winter Programs including the free, After-School Kids Club on Fridays, the new Solar Space Program, the expanding adult, Recreation and Power Volleyball Programs, the Special Needs Art Class, the Open Gym Basketball for the 'Under 29' age group, who have been negligent in registering, which Mr. Buchheister will address personally.

Future program ideas include the resurgence of "pick-up" games from the 1960s-70s; Exercise stations around Westvale Park walking path, etc..

b. Basketball Program Update: The Program is in mid-season and the registration numbers have increased from previous seasons. Travel teams are doing well. Director Buchheister had a meeting with the 6<sup>th</sup> grade Travel team parents to address travel versus recreation league policies.

c. Community Center façade repair (Jefferson Ave): Director Buchheister thanked Councilmember Miller for his assistance in gaining Council approval of the repair project. The façade is in extremely bad condition which will be repaired utilizing the Recreation Trust Account.

d. Banner Program: There are currently eleven Sponsor Banners displayed in the gym. The cost for sponsors is \$300. for the first year, \$250. for subsequent years. The goal is to have fifteen banners. Director Buchheister contacts new businesses in Westwood with opportunities for them to participate with the Department programs and events such as the Banner Program.

e. Summer Playground Program: The regional school system ends the school year on a weekday other than Friday to accommodate the High School graduation activities which prohibits the Playground Program from beginning on a Monday. Director Buchheister has been in communication with the W.R.S.D.'s Business Administrator to achieve the earliest start date possible.

The goal is to assist the parents with activities for the children during the summer months; optimally to have a six-week playground program, followed by a variety of camps the following week; which has been done for the last few years. The Community Center is then closed for two weeks to repair and prepare the building for the coming year.

#### 6. OLD BUSINESS:

a. Committee Assignments: Assignments include Over 55 Programs, Teen Center, Youth/ Pre-School Programs, Facility Improvement (Parks / Community Center), Sponsorship.

Director Buchheister asked the Board Members to review and choose one of the topics of particular interest or experience so he can meet with them individually to discuss improvements and expansion of programs. Chair Toale did not want to Table the item until all Members were present. After discussion: the following areas were assigned: Member Murphy on Youth / Pre-School, Member Pira on Sponsorship, Chair Toale on Facility Improvements. The Over 55 Programs and Teen Center assignments were Tabled to the March Board Meeting.

#### 7. NEW BUSINESS:

Goals for 2014: Director Buchheister has been working with Borough Administrator Robert Hoffmann and will present a list of departmental goals for the year at the March Board Meeting. Discussion followed on new programs i.e., yoga, fishing and facilities including Brookside Park plans, pistol range reclamation, McKinley Park tennis court renovation, Westvale Park ventilation system status, Recreation Program Flyer vs. website communication, Facility Use etcetera.

Over 55 Fitness Program: The Municipal Alliance Grant provided tee-shirts for the program participants with the logo 'I got fit at Forever Young Fitness, Westwood Recreation' and was featured in the 'My Westwood' issue of February 20. The two fitness programs are at capacity and the Seniors attendance is very consistent, many were disappointed whenever the class was cancelled due to snow conditions.

Westvale Park playground rooftops: Director Buchheister will present a proposal to the governing body for the playground rooftops which was postponed at the time of construction for budgetary purposes. The lack of shade is detrimental for use of the facility. The proposal item literature was distributed for the Board's review.

#### 8. ADJOURNMENT: Motion to Adjourn was made at 8:50 P.M. by Vice Chair Pira, seconded by Member Nass. The next meeting will be March 10, 2014 at 8:00 PM. in the Community Center.