

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD

Minutes of January 12, 2015

1. MEETING CALLED TO ORDER at 8:03 P.M. by Vice Chair Angelo Pira

Present: Councilmember Chris Montana, Councilmember Robert Bicocchi, Vice Chair Angelo Pira, Board Members Kevin Corcoran, Roberta Cozic, Ruth Nass, Bermari Roig, Jason Scheffer, Recreation Director Gary Buchheister, Admin Asst Margaret McDonough.

Absent: Chair John Toale, Heidi Catalano, Jodi Murphy

Director Gary Buchheister welcomed new Council Liaison Chris Montana, Council Liaison Alternate Bicocchi and new Alternate Members Roberta Cozic and Bermari Roig to the Board. Director Buchheister requested that each Board Member introduce themselves and their area of service / interest and explained the procedures of the Board Meetings.

2. APPROVAL OF MINUTES of Dec 8, 2014: Member Corcoran made a Motion to Accept the Minutes as presented; Member Scheffer seconded the Motion; All in favor, the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Montana reported that Councilmember Owens and he have had a very successful transition. Mr. Montana has also met with Director Buchheister to review the accomplishments and objectives for the Department and requested another meeting to include Councilmember Bicocchi.

5. DIRECTOR'S REPORT: Director Buchheister distributed a summary of the Fall 2014 programs and registrations for review.

a. 2014-15 Pre-School Registration Update: Two new students joined the 3 year old program on January 5. The current enrollment is 22 four year olds and 16 three year olds.

b. Basketball Update – Recreation / Travel: The Recreation Leagues began January 10 which went very. There is the Grade 1 and 2 Clinic and there are 34 separate teams for boys and girls in Grades 3 through 12 and an excellent season is expected.

Director Buchheister reported that there was a very unfortunate incident at a pre-season private league 8th grade boys team versus a Township of Washington team at the Westwood High School. He reported that he was very pleased that the overwhelming majority of Westwood parents did not engage in the activity. Discussion followed on several specific areas of the recreational and travel basketball programs.

c. 2015 Winter Program Update: Director Buchheister distributed a summary of the Winter 2015 programs and registrations for review. Specific discussion of various programs followed.

d. Recreation Staff Meeting in January: The proposed inaugural, annual meeting has been scheduled for Tuesday, February 24 in the Community Center. Mr. Buchheister stated that as he and Ms. McDonough are the only two full time Department employees, he believes it vital to have the Board, all part time employees and volunteer program coordinators gather to meet and discuss Departmental matters, improvements and expansions.

5. e. Oaths of Office: Councilmember Montana administered the Oaths of Office for Recreation Director Gary Buchheister and for Members Cozic, Murphy, Roig and Scheffer and thanked them for their service to the Borough of Westwood.
Director Buchheister reported the resignation of long time Member Heidi Catalano and explained the responsibilities and importance of the Recreation Board to the community at large.

6. OLD BUSINESS:

- a. Committee Assignments: Director Buchheister requested that the new Board Members choose a Committee Assignment for particular involvement and call him to discuss areas of expansion and improvements. The various assignments are: Over 55 Programs, Teen Center, Youth / Pre-School Programs, Facility Improvements, Sponsorship. The proposal of additional assignment topics would be welcomed.
- b. Capitol Improvement Plans: Director Buchheister reported on the three projects slated for 2015:
1. Lighting in gym: When a second engineering proposal is received; the Mayor and Council will choose a vendor to upgrade the Community Center gym lighting which is original to the buildings renovation almost twenty years ago. The lighting is inadequate and not energy efficient. Utility costs will drastically diminish with the upgraded system.
 2. New gym floor: When the gym lighting project is complete, the next Capitol Improvement is the upgrading of the gym floor which is beyond its anticipated life span and in need of replacement.
 3. N.J. Open Space Grant funding will be available toward the end of 2015 which can be obtained for the repair of the McKinley Park tennis courts. Councilmember Montana requested that Director Buchheister contact Interim Administrator Karen Hughes to ascertain any additional grants available for these projects. Discussion followed.

7. NEW BUSINESS:

5. f. S.N.A.P.: Director Buchheister reported on the various aspects of the special needs programs including a new indoor soccer program to be held on Sunday mornings, which will be coordinated by resident Sean Quill and a new baseball/softball program. Councilmember Montana, a volunteer Coach with the S.N.A.P. basketball program responded to Board questions regarding youth volunteers for the program.
8. ADJOURNMENT: Motion to Adjourn was made at 8:55 P.M. by Member Corcoran and seconded by Member Nass. The next meeting will be February 9, 2015 at 8:00 PM. in the Community Center.