

WESTWOOD RECREATION DEPARTMENT  
RECREATION ADVISORY BOARD

Minutes of February 9, 2015

1. MEETING CALLED TO ORDER at 8:06 P.M. by Chair John Toale

Present: Councilmember Chris Montana, Councilmember Robert Biccocchi, Chair John Toale, Vice Chair Angelo Pira, Board Members Kevin Corcoran, Jodi Murphy, Ruth Nass, Bermari Roig, Jason Scheffer, Recreation Director Gary Buchheister, Admin Asst Margaret McDonough.  
Absent: Member Bobbie Cozic

2. APPROVAL OF MINUTES of Jan 12, 2015: Vice Chair Pira made a Motion to Accept the Minutes as presented; Member Nass seconded the Motion; All in favor, the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Montana stated that he had nothing new to report.

5. DIRECTOR'S REPORT:

a. Director Buchheister reported that the recreational basketball season is off to a very good start. The officials especially in the Gr. 3-4 program are teaching the players as the games progress. The travel basketball season is off to a good start despite an incident with a travel team which required a travel coach to be suspended until further notice. Director Buchheister thanked the residents who stepped forward to fill the two vacated positions. Discussion followed on various aspects of the two programs including the revised schedule due to inclement winter weather and the condition and schedule of the fields and the parking lots in the spring due to the snow.

b. 2015 Winter Program Update: A summary of the current season was distributed for Board review. Programs began the week of January 20 and the season is progressing very well. Registration totals are on target. Specific areas of discussion was the 76 children enrolled in the Friday Kids Club Gr. 4-5 program, the Adult Fitness Program run by Member Murphy, the Adult Open Gym Basketball Program.

The S.N.A.P. art program for children with special needs has their artwork currently displayed in the Westwood Library. Councilmember Montana reported that he visited the program unexpectedly and he had high praise for the instructor, resident Bernadette Flood. The new S.N.A.P. soccer program in the Community Center had four children enrolled, Coordinator Maria Montana called previous participants and nine children participated the first week.

c. Recreation Staff Meeting: Director Buchheister reported that 85% of the invited staff will attend the first annual meeting on February 24 in the Community Center beginning at 6:00 pm. He asked that all Board Members attend at least a portion of the meeting as their schedules allow.

d. Vote for Chair and Vice Chair: Tabled

e. New Men's Softball Program: The new program has already garnered 60 registrations with 98% of the league Westwood residents. The remaining 2% is previous residents or those with businesses in town. The League will play on Tuesdays and Thursday evenings at Westvale. Director Buchheister has worked with resident Anthony Greco for several months to create the program which will be a 10 game schedule with playoffs. There is a program fee and sponsors are being solicited to offset additional costs. Director Buchheister stated that this will be a good addition to the adult programming.

5. f. Expanded Summer Camp Hours: At the end of each season, a parental survey of approximately 20 questions always includes requests for additional weeks and/or expanded hours. Director Buchheister explained in detail that for logistical reasons concerning staff, it is not possible to expand the number of program weeks. The daily schedule can be expanded 20% which will begin with the 2015 season without increasing the program fees. The additional half-hour in the morning and afternoon will aid the majority of parents who work full time. After extensive discussion, the Board approved the expanded hours and recommended a slight fee increase to cover the additional costs to be reviewed for the 2016 program. Councilmember Montana will present the Fee Ordinance change to the Westwood Council. Discussion followed on other matters concerning the summer program season.
  - g. April Board Meeting Schedule: Director Buchheister reported a conflict for the April 9 meeting date and requested the meeting be rescheduled to Monday April 16. The Board agreed and the Borough Clerk will be asked to publicly advertise the schedule change.
  - h. Community Center Gym Banner Program: Director Buchheister reported that several sponsors have not renewed their sponsorship and opportunities are available for new sponsors. He sent out a list of the thirteen current sponsors. The fee is \$300 per year for new sponsors, \$250 for renewal sponsorship. Discussion followed on the proposed idea of offering sponsorships for the Westvale Dog Park.
- 5 d. Chair Toale accepted Nominations for Board Chair. Vice Chair Pira nominated and made a Motion for John Toale for Chair, Member Nass seconded the Motion. All in favor, the Motion passed. Chair Toale accepted Nominations for Vice Chair. Member Nass nominated Angelo Pira for Vice Chair, Member Corcoran made a Motion for Mr. Pira as Vice Chair, Member Roig seconded the Motion, All in favor the Motion passed.
6. OLD BUSINESS:
    - a. Committee Assignments: Director Buchheister reviewed the Board Assignments and stated that the Sponsorship Assignment is still available. He explained the programs that accept sponsorships and invited the Board Members to contact him for further discussion if they are interested in the Committee Assignment. Discussion followed on sponsorships and the current concert / movie schedule.
    - b. Capitol Improvement Plans:
      1. Lighting in gym: Director Buchheister reported that the second engineering bid for the project has been received. Discussion followed on the reduced operating costs, improved quality and greatly increased life span of the proposed L.E.D. lighting, the current condition and height of the gym, etc.
      2. New gym floor: Tabled
7. NEW BUSINESS:
    - a. Member Corcoran questioned how the new shared position of the two custodians is progressing. Director Buchheister reported Mr. Jackson and Mr. Lara are both excellent. Discussion followed on the nominal custodial fees charged for large Community Center functions and the excellent condition of the Center due to this system.
    - b. Member Pira reported that the Westwood Rotary Club is willing to provide C.P.R. training for groups of 4-16 persons as a community service and Westwood Football is participating. Discussion followed on training vs. certification. Councilmember Montana reported that a resident inquired about the background checks and C.P.R. training of basketball coaches and asked if an arrangement could be made with H.U.M.C. at P.V. Director Buchheister reported on the training of various Program Staffs and said all processes will be reviewed for the 2015-16 basketball season.
8. ADJOURNMENT: Motion to Adjourn was made at 8:45 P.M. by Member Nass and seconded by Member Corcoran. The next meeting will be March 16, 2015 at 8:00 PM. in the Community Center.