

# North Plainfield Parks and Recreation

## Monthly Meeting Minutes

**Date:** Tuesday, May 3, 2022

**Time:** 7:43 PM

**Location:** Vermeule Community Center, 1<sup>st</sup> floor

**Attendees:**

Dennis Jackson (Director)	Michelle Brown	Wendy Sepulveda
Jenn DeJesso (Co-Director)	Nyja Canada	<i>Marie Glover (Excused Absence)</i>
Joe Irovando (Assistant Director)	Lisa Crenshaw	<i>Derek Haley (Excused Absence)</i>
Everett Merrill (Town Council Member)	Van Dickerson	<i>Mark Kelly (Absent)</i>
Tom Allen (Chair)	Tammy Guevara	<i>Mark Kruscynski (Absent)</i>
Nick Kisling (Vice-Chair)	Joanne Pierre	

- I. Statement of Compliance read by Tom Allen**
- II. Pledge of Allegiance**
- III. Attendance taken. Quorum met and meeting proceeded.**
- IV. Public Comments**
  - a. No public comments
- V. Review of April 2022 Meeting Minutes**
  - a. Tom Allen made motion to accept minutes. Seconded by Van Dickerson. No nays or abstentions. Motion passed.
- VI. Director's Report (given by Dennis Jackson unless otherwise noted)**
  - a. Finance update
    - i. Dedicated trust currently \$159,681.87
  - b. Baseball / Softball
    1. 6 teams in the league
    2. Baseball approximately 15 coaches
  - ii. Softball
    1. Softball new applications for coaches coming in every week
    2. Softball – 3 girl teams
    3. Season is a learning process / not very competitive so not to deter players from participating
    4. Clinics are being held with players and coaches
    5. Players seem to be happy and their confidence is building
  - iii. Pizza Contest Winners
    1. The contest winners are students from East End and Somerset
    2. Pizza party to be planned for all students participating in the program
    3. The party date is TBD
  - c. Field Repair
    - i. Played first game on Passe Field on April 25<sup>th</sup>
    - ii. The field was extremely damaged from storm Ida. It has been repaired and looks great

- iii. Games are currently being played at Passes Field, East End, and West End
- iv. Van Dickerson suggested a fence be put back in place at Passe Field
  - 1. Discussion tabled until June meeting
- d. Newsletter
  - i. Partnered with the board of education to be included in their newsletter
  - ii. All events for the year have been included in the newsletter – including contact information
  - iii. The newsletter mailing to each home is scheduled to go out soon to every household in town – mailing date TBD
  - iv. Parks and Recreation section of the newsletter has already been posted on social media pages
- e. Summer Camp (Jen DeJesso)
  - i. Currently 115 children registered to Summer camp (exceeds normal number for this time of year)
  - ii. Early bird registration is open through May 14<sup>th</sup>
  - iii. Registration will remain open until July 1<sup>st</sup> (unless registration needs to be cut early)
  - iv. The maximum number of children that can be accepted in the program is approximately 145 – depending on the number of counselors
  - v. Committee members requested to encourage anyone interested to register as soon as possible.
  - vi. \$100 deposit is required to hold a child's spot in the program
  - vii. Counselors are still needed / approximately 25 counselors would be ideal
  - viii. There may be some space issues.
    - 1. May not have the blue room this summer
    - 2. Downstairs may be utilized if HVAC system and other issues are addressed
- f. Volleyball
  - i. Started April 22<sup>nd</sup>
  - ii. Middle School / High School Registration – 34
  - iii. Adult Registration – 7
    - 1. Still looking for adult registrations
  - iv. Registration will remain open until June 24<sup>th</sup>
  - v. Volleyball will be available through June 24<sup>th</sup>

## VII. Announcements

- a. CPR training/certification required for Committee member
  - i. Jenn DeJesso in the process of scheduling sessions/dates
  - ii. Committee members requested to provide their availability
  - iii. Training is typically 1 hour 45 minutes
- b. Fingerprinting
  - i. Jenn DeJesso to look into who is due for fingerprinting
- c. Purchasing process
  - i. Printed version of the purchasing process provided to the committee to read through if interested
  - ii. When submitting for reimbursement, must let Jenn DeJesso know how quickly you will need reimbursement
  - iii. Second options offered to the committed for purchasing is still an option (*Go to store and make selections, calculate cost, request PO, receive check, go back to store to purchase items – at participating stores*)
  - iv. Purchasing process is the same for small and larger purchases
- d. Purchasing Process: Mailings – USPS
  - i. Currently, working on figuring out the purchasing process in order to do community mailing through the post office

- e. Next meeting date is June 7<sup>th</sup> at 7:30 PM at Vermeule

## VIII. Old Business

### a. 2022 Event Recap

#### i. Opening Day Parade 4/9

1. Special thanks to the high school varsity girls' players and coaches for participating in the clinics with the children
2. Weather wasn't great. Therefore, little kids could not go down to lower Krauche for training sessions
3. Band parents only charged \$1.00 per hot dog
4. Tammy Guevara suggested proactively providing the high school varsity girls' players Community Service certificates for their help and assistance with the opening day event and participating in practices with the young players
  - a. Dennis suggested to discuss and evaluate offline
5. A donation was given to the high school baseball and softball for their assistance
6. Parade
  - a. Messy parking lot due to rain
  - b. Over 200 participants (children and parents)
  - c. Firetruck was there to lead the parade
  - d. There was a long wait due to delays with the police department blocking traffic
  - e. High School band did not participate
  - f. People that would normally stand on the side to view the parade actually walked in the parade with their children
7. Dennis Jackson announced that since the goal is to rebuild the program in town, we will continue to include the parade with improvements to make better for next year
8. Tom Allen suggested that we have more man power (volunteers) to assist for this event in the future
9. Joe Irovando gave a special thank you to Herr's for chips donations and ACME Market for water donations

#### ii. Easter Egg Hunt 4/16

1. Need better speaker system for announcements
2. Need to find ways to keep the parents off the Easter Egg field
3. Suggestion made to add agenda to event flyer (2:00 – 2:05 PM Easter hunt, 2:05 – 2:30 PM photo with bunny)
4. Room for improvement for coming years

#### iii. Fishing Derby 4/23

1. 75 participants
2. 17 " & 17 ½" fish caught
3. Received a lot of donations for the event including a TV from committee member JoAnn Pierre
  - a. Cash donations – purchased large fish
  - b. 40 or more door prizes
  - c. Eddy's kitchen, 22 Bites, and Dimola's donated gift certificates - raffled
  - d. Andover Hunting and Fishing donated poles, reels, t-shirts
  - e. Ocean Gallery donated bait
4. JoAnn Pierre suggested having a donation box onsite at the event in the future

#### iv. Suggestion: start planning for events 2 months prior

### b. Event Sign Ups

- i. Sheet passed around for committee members to sign up to volunteer and/or chair events through the year
- ii. Summer concerts

1. Need volunteers to assist with set-up, selling hot dogs, popcorn, etc.; and clean up afterwards
2. Concert times: 7:00 PM – 8:30 PM at Vermeule or Community Room at East End

## **IX. New Business**

- a. Scholarship Winners
  - i. Two winners will receive \$750 each
    1. Ricardo Ramirez
    2. Madison Casper
  - ii. 4 Essays were entered for the scholarship
  - iii. Scholarship event to be held on May 4<sup>th</sup> in high school auditorium
- b. Potable Scoreboards
  - i. Lisa Crenshaw suggested portable scoreboards for soccer
  - ii. Jenn DeJesso announced that there are three or four scoreboards in-house that can be used.
  - iii. Site supervisors will keep score during the games
- c. Bylaws
  - i. Sub-Committee members: Nyja Canada, Van Dickerson, and Marie Glover
  - ii. Van Dickerson read through Article 1 through Article 2, Section 3, number 10
    1. Team reviewed and commented
  - iii. Tom Allen suggested that the committee read through the bylaws and note and comments. The bylaws and comments will be reviewed at a Special Meeting
  - iv. Special Meeting date/time is TBD. However, needs to take place prior to the next monthly committee meeting.
  - v. Committee to vote on final bylaws in the June Committee meeting

## **X. Committee Comments**

- a. Nyja Canada asked if the lights in the park are on timers/sensors turning on at night for safety reasons (specifically on the basketball court)
  - i. Van Dickerson informed committee that NP Police recommends that the lights on the courts stay off. Therefore, the lights on the court are never turned on.
  - ii. There are lights surrounding the park that are on all night
  - iii. Michelle Brown recommended that the lights be on at night for those walking through for various reasons
    1. Lights are on surround the park in addition to police patrol
  - iv. Dennis informed committee that PSE&G are going to work on the two lanterns that are currently not working
- b. Tammy Guevara suggestion Summer Movies
  - i. Drive in movies at the church or outdoor movies at Vermeule
  - ii. Dates and times are TBD
  - iii. Summer Movie discussion to be added to the June agenda

## **XI. Adjournment**

- a. Tom Allen made motion to adjourn meeting. Seconded by Nyja Canada. No nays or abstentions. Motion passed.
  - i. Meeting adjourned at 9:32 PM.