



## Upper Mount Bethel Township

387 Ye Olde Highway

P.O. Box 520

Mount Bethel, PA 18343-5220

Phone: (570) 897-6127 Fax: (570) 897-0108

[www.umbt.org](http://www.umbt.org)

### UPPER MOUNT BETHEL TOWNSHIP PARKS/RECREATION BOARD MEETING MINUTES THURSDAY, JANUARY 12, 2023 – 7 PM

#### **PART I**

Chairman Stavros Barbounis called the meeting to order at 7:12 pm.

The Pledge of Allegiance was recited.

Present were, Stavros Barbounis, Sharon Cerny, April Pinto, Anthony DeFranco, Kari Hawkins (arrived 7:20 pm), Emily Keegan (via phone), Marty Pinter, Liaison and Cindy Beck, recording secretary. Karyn Pinter was absent.

#### **PART II (Parks & Recreation Board Administration)**

1. Approval of Agenda-**MOTION** by Anthony to approve the agenda, seconded by April. Vote: 4-0.
2. Re-Organization
  - a. Recording Secretary-**MOTION** by Stavros to appoint Cindy Beck as the Recording Secretary, seconded by Anthony. Vote: 4-0.
  - b. Appoint Chairperson-**MOTION** by Anthony to appoint Stavros as Chairperson, seconded by April. Vote: 4-0.
  - c. Appoint Vice-Chairperson-**MOTION** by April to appoint Anthony as Vice-Chairperson, seconded by Sharon. Vote: 4-0.
  - d. Appoint Secretary-**MOTION** by Stavros to appoint Sharon as Secretary, seconded by April. Vote: 4-0.
  - e. Appoint Treasurer-**MOTION** by Stavros to appoint April as Treasurer, seconded by Sharon. Vote: 4-0.
  - f. Appoint Standing Committee Members
    - i. Committee on Finance-Stavros, April and Marty, members of the Finance Committee.
    - ii. Committee on Buildings/Grounds-Stavros, Anthony and Sharon, members of the Buildings/Grounds Committee.
    - iii. Committee on Programs-Stavros, Karyn and April, members of the Programs Committee.
    - iv. Committee on Personnel-Stavros and Kari, members of the Personnel Committee.

- g. Set regular meeting date and time-Second Thursday of each month at 7:00 pm.
  - h. Open Seat-Stavros stated there is one open seat, no letters of interest were received. One interested resident, Peter, Manager Nelson will get contact information for Stavros to reach out to him. Stavros stated he would like to draft a Resolution for Kevin Dillon.
3. Approval of Minutes
- a. December 8, 2022-**MOTION** by April to approve the December 8, 2022, meeting minutes, seconded by Anthony. Vote: 5-0.

### **PART III**

- 1. Announcements-Stavros stated that Condition One may possibly attend the February meeting to give an update on the barn designs.
- 2. Governance
  - a. Facilities Rental Agreement/Rules & Regulations Adoption-Stavros stated these both were approved by the BOS on December 12, 2022. Cindy will send a copy of both to Stavros.
  - b. Member requirements
    - i. Meeting attendance-Stavros stated that in order to maintain good meeting attendance, he will be doing email votes and allow for call ins for meetings.
    - ii. Community Event attendance-Stavros is asking everyone to commit to volunteering for at least five events.
    - iii. Separation of duties-Stavros stated that the Ordinance clearly states the duties of each standing committee. Stavros will work with each committee to work out what the duties will be.
- 3. Recreation Fund & Budget
  - a. Fund Balance-Stavros stated that as of December 31<sup>st</sup>, 2022, the fund balance is \$125,555.41, which \$100,000 of that is earmarked for the restrooms at the Park. Stavros will work with the Finance Committee to break down the remaining balance. Stavros stated that Carroll Engineering donated \$1,500 to Parks/Recreation and Air Liquide donated \$500.
  - b. Games of chance license-Stavros discussed the possibility of doing raffles-50/50's fundraising. Stavros stated the Township would need to contact the County to obtain the license, which is \$125 a year. This will need to go before the BOS. Manager Nelson will contact the County.
- 4. Park Development
  - a. Barn/Bathrooms Project Update-Stavros stated this will be discussed at next month's meeting.
  - b. Pavilion/Pavilion Kitchen Project/Park Video System/Park Internet Project-These projects will be placed on hold, depending on what happens with the barn project.

- c. Capital Campaign development-This is a work in progress, which the Finance Committee will bring to the full board.
5. Sports & Recreation
- a. Sports program monthly reports and/or meeting attendance-Emily-Field Hockey, Karyn-Basketball, April-Softball. Stavros is asking for reports to be emailed prior to the meeting, so things can be reviewed before the meeting.
  - b. Revenue/Expenses Reporting-Stavros stated that any/all expense requests go to PnR first. Stavros stated that the annual fee for rec desk is \$2,950. **MOTION** by April to pay the annual fee of \$2,950.00, seconded by Kari. Vote: 5-0.
  - c. Sign-In/Sign Out Requirements-April stated that she has 60 signed up for the softball clinic and there is one parent who disagrees with the sign in/sign out procedure. There was a discussion on a number system pick-up, which the kids are already familiar with. **MOTION** by Anthony to use the number system for sign in/sign out for softball clinics, seconded by April. Vote: 5-0.
  - d. UMBT Field Hockey-Emily thanked Ed for recommending going to the auction of Duke's Sporting goods. They were able to get plenty of field hockey gear, balls, etc. There was a discussion of uploading clearances to rec desk. Stavros stated they should send them to Parks/Rec. Emily stated she would like to set up a gmail account for field hockey.
  - e. UMBT Softball-April stated that Emily Kline believes that registration for the softball program should be free to the coaches and their kids. The Board stated no. April stated that once the weather gets nice, the clinics will move outside to Echo Lake. To date, there are 36 signed up for the 2023 season. Stavros stated that registration for softball should open in January. There was some confusion on the fees being received, not knowing they were for the 2023 season, they were posted for the clinic. Stavros will work with Diann to make the corrections. There was a discussion on the inter-municipal agreements with East Bangor and Lower Mt. Bethel. Ed will follow up.
  - f. UMBT Basketball-Stavros stated Karyn will email everyone her update.
  - g. UMBT Winter Softball Clinic-previously discussed.
  - h. UMBT Summer Camp-There was a discussion on whether the Township should have a summer camp. **MOTION** by Anthony to not proceed with summer camp/recreation program, seconded by Sharon. Vote: 5-0.
6. Community Engagement
- a. 2023 Event Planning
    - i. Tentative Calendar for all events-Stavros discussed the tentative schedule.

- ii. Movie Nights-There are 6 movie nights scheduled. The board feels as though attendance is too low to have movie nights every month. Since Sonic the Hedgehog 2 has been paid for already, May 20<sup>th</sup> will be movie night in the park. There was a discussion about having the Christmas movie night/party back at the Fire House on December 16<sup>th</sup>. Easter Egg Hunt, cancel due to so many other local places doing the same. Food Truck Festival- Saturday, August 26<sup>th</sup>. Craft/Harvest Festival-September 23<sup>rd</sup>. 4<sup>th</sup> of July-Saturday, July 1<sup>st</sup>, rain date, Sunday, July 2<sup>nd</sup>. Veteran's Day-November 11<sup>th</sup>. Stavros will not be around. A DJ will have to be hired. 1<sup>st</sup> Responders Picnic-June 10<sup>th</sup>. Dine 2 Donate Date Night-cancelled. Halloween-it was not well attended. **MOTION** by Kari to cancel Halloween, seconded by April. Vote: 5-0.
- b. Vendor Outreach-based on event schedule
- c. Volunteer Outreach-based on event schedule

**PART V** (Public Comment) -None

**PART V** (Adjournment)

**MOTION** by April to adjourn the meeting at 8:45 pm, seconded by Kari. Vote: 5-0.

*Respectfully submitted by Cindy Beck-Recording Secretary*