



## **Beachwood Recreation Commission**

### **Meeting Minutes**

**April 23, 2015 \* 7:30 PM**

**Beachwood Community Center, 147 Compass Avenue, Beachwood, New Jersey**

1. Call to Order
2. Pledge of Allegiance

Notice of this meeting and of all other regularly scheduled meetings has been given in accordance with the "Open Public Meetings Act of 1975" by the following methods:

- Notice has been posted on the bulletin board in Borough Hall.
- Notice has been filed in the office of the Borough Clerk.
- Notice has been forwarded to the Asbury Park Press.
- All individuals supplying a stamped, self-addressed envelope will be given notice

3. Attendance

**YES Cagiano, Joseph**

**NO Greitz, Susan**

**YES Komsa, Steven (Liaison)**

**YES Orsano, Anthony (Vice Chair)**

**NO Cicchetti, Charlotte**

**NO Keenan, Daniel**

**YES McNabb, Ronald (Chair)**

**YES Seegert, Karl**

4. Approval of Minutes from April 9, 2015

- a. Unanimous approval with one change

- i. Date for item 4 was amended from April 9 to March 26, 2015

5. Correspondence

- a. Employee Health Fair for Beachwood Mayors Wellness Campaign 5/8/15
- b. Yard Sale SOP
- c. RiverFest SOP

6. Events Schedule

- a. 2015 Event Planning

- i. Spring Yard Sale

1. Flyer is released
2. Schools received/distributed form

3. Signs have been purchased
  - a. Confirm vote **DONE - unanimous**
  - b. Signs are placed around borough
4. Advertising

**NOTES:**

- **Cagiano to assist with balloon distribution on Friday, May 1 at Borough Hall.**
- **Will boost participation with an additional Facebook appeal**
- **Flyers distributed to school by Orsano.**

ii. Tennis

1. Discuss court upgrades – UPDATE
2. Registration is SOLD OUT
3. Funding for racquets, balls
  - a. 10 racquets
  - b. \$75 tennis balls
  - c. \$25 other equipment

**NOTES:**

- **Funding approval of \$550 to cover racquets ordered by participants, balls and other accessories**
  - **Motion: Orsano, Second: Seegert, Unanimous Vote**
- **Court is ready to go**
- **Program is sold out, all but one participant is a Beachwood resident (23 total)**
- **Program begins Wednesday, May 13, 2015**

iii. Memorial Day

1. Subcommittee Report
  - a. Vice Chairman Orsano
  - b. Commissioner Cicchetti
2. Update on vendors/participants to date
3. Purchasing – determine needs and vote funding
4. Location – select intended location and move forward with plan
5. Advertising

**NOTES:**

- **Seegert retrieving OCHD forms for Capri Pizza**
- **Orsano consulting with flag store in Beachwood to negotiate rate waiver in lieu of free flags**
- **Cicchetti managing vendor manifest**
- **Funding approval of \$300 for memorial Day prizes and other items needed for event**
  - **Motion: Cagiano, Second: Seegert, Unanimous Vote**

***Interim – Funding approval granted for \$140 for road signs advertising RiverFest – sale pending.***

iv. Boating Safety Course

1. Date is set for May 15, 2015 at 7 PM – Community Center – confirmed with Mike and Debbie Bennett

2. Discuss flyer and advertising
  - a. Distribute to schools – deadline?
  - b. Alternate advertising?
3. Discuss food options – split with Environmental
4. Partnering with Environmental Commission

**NOTES:**

- **Food to be purchased day of event by Recreation and Environmental personnel**
- **Cost will be split 50/50**
- **Funding approval will occur at May 14 meeting**

v. Yoga

1. Dates are set for Saturdays, running June 6 through August 29, 2015 at 8:00 AM
2. Flyer development
3. Instructor – Quotes received – need to execute contract
4. Signage is the same for last year – no upgrades needed

**NOTES:**

- **Signs to be laid out for Memorial Day weekend**
- **Execute contract with instructor**

vi. 4<sup>th</sup> of July Fireworks

1. Assign to subcommittee

vii. 5k

1. Preliminary coordination of sponsor solicitation
2. Preparation of forms / Design of new logo
3. Grant received - \$1500 from OC Tourism

**NOTES:**

- **Next action, secure Lamp Post to begin promotion**
- **Logo design**

b. New program development

- i. Food truck event – Anthony

**NOTES:**

- **Set for August 15, 2015**
- **Orsano in contact with Marcus from the truck union to arrange participants**

ii. Open Floor

1. No additional commentary

7. Meeting Open to Public

- a. Public not present

8. General Discussion

- a. Purchase requirement – paper
  - i. Tabled until May 14 meeting
- b. New Member solicitation

9. Adjourn