

WESTWOOD RECREATION DEPARTMENT
RECREATION ADVISORY BOARD
Minutes of June 11, 2018

1. MEETING CALLED TO ORDER at 8:05 P.M. by Recreation Director Gary Buchheister.

Present: Councilmember Beth Dell, Board Members Jodi Murphy, Michele Fedorchak, Bermari Roig, Jennifer Scardino, Recreation Director Gary Buchheister

Absent: Chair Angelo Pira, Vice Chair John Toale, Board Members Michele Hastings, Amy McDevitt

2. APPROVAL OF MINUTES: Member Murphy made a Motion to Accept the Minutes of May 14, 2018 as presented; Member Roig seconded the Motion; All in favor, the Motion passed.

3. OPEN PUBLIC FORUM:

4. COUNCIL LIAISON REPORT: Councilmember Dell reported that she relayed the Advisory Board's request to the Council for a strategic landscaping plan of Westvale Park. Mayor Birkner stated that this would be incorporated into the Master Plan that is currently under revision. Discussion followed and Councilmember Dell will assure the Board's ongoing recommendations will be conveyed to the Council.

The McKinley Park tennis court renovation has begun with the removal of the perimeter fencing, the surface tiles are ordered and the various vendors have coordinated the schedule. The project should be completed by late June to early July.

Ms. Dell reported that the Mayor anticipates announcing a new member to the Advisory Board in the very near future.

5. DIRECTOR'S REPORT:

a. Spring, 2018 Programs: Director Buchheister reported that the current recreation programs are concluding and it has been a very successful season. A summary of the Spring season was distributed for review.

b. The Forever Young / Over 55 Programs continue to expand; the cardio-exercise class is at capacity; the July/August Newsletter has been distributed; all of the programs will continue throughout the summer with the exception of Tai Chi which will resume in September.

c. The S.N.A.P. (Special Needs Activity Programs) continue to expand and just concluded for the year with the tennis program. The 2018-19 programs will begin in September.

d. Capital Plans –

Tennis Courts: Councilmember Dell reported on the courts renovation.

Kitchen: Mr. Buchheister reported that due to code compliance matters, the layout of the kitchen appliances must be reconfigured which has delayed the project. It is likely that the kitchen renovation will be postponed to the summer of 2019.

Community Center Lobby – Mr. Buchheister requested that Ms. Dell confer with Borough Administrator Kezmarsky regarding the status of the renovation which is to include the renovation of the entrance / lobby / reception area for the reasons of enhanced utilization, expanded services, security, etc. Discussion followed.

e. Summer Programs: A summary of the current registrations for the season was distributed for review. Non-resident registration began a week after resident registration as usual and had to be closed by the end of the same day due to the number of non-residents registering. The number of resident registrations has increased each year and the programs are now at maximum capacity. The Voorhis Park program has been merged into the Brookside Park program as the vast majority of residents prefer the Brookside Park facility.

- f. Concerts / Movies: The schedule of Concerts and Movies in Veterans Park was distributed for review and for Board Members to sign up as hosts for the individual evenings. Discussion followed.
- g. Master landscape plan for Westvale Park: Director Buchheister has conferred with former Councilmember Peter Grefrath regarding future enhancements of Westvale Park. Options for further development include the memorial bench program, an 'Adopt A Park' program by professional landscapers working in predetermined areas, new signage at the entrances of the facility, etc. all of which will greatly enhance the facility.

6. OLD BUSINESS:

- a. Committee Assignments:
 - Over 55 Programs – Michele, Jodi
 - Teen Center – Angelo
 - Youth/Pre-School Programs – Amy
 - Facility Improvement (Parks/CC) – John, Jennifer:
 - Sponsorship – Jodi, Bermari
- b. Capital Improvement Plans – Tennis Courts: Previously addressed.

7. NEW BUSINESS: Director Buchheister requested that Ms. Dell assure that the Capital Ordinance for the Community Center Gym's acoustical tiles and the Westvale Park 'A' field renovation are progressing. The planned start date for these projects is September 2018.

Parental Surveys from the 2017-18 Pre-School year were distributed for review. The children and the parents are overwhelmingly pleased with the program.

Mr. Buchheister reported that he met with Mayor Birkner and the two gentlemen who have been running the wrestling program for years under the auspices of the Township of Washington; the 2018 season was under the auspices of Westwood Recreation. Revisions for the 2019 season were discussed including the replacement staff for the two Coordinators who are stepping down.

8. ADJOURNMENT: Motion to Adjourn was made at 8:32 P.M. by Member Roig, seconded by Member Murphy. The next meeting will be Monday, September 10, 2018 at 8:00 PM. in the Community Center.