

**East Fallowfield Park and Recreation Commission**  
Regularly Scheduled Meeting  
May 7, 2013 Approved Meeting Minutes

**Meeting called to order @ 6:35 pm.**

**Mission statement:**

To facilitate the development, use and maintenance of safe and accessible passive and active, park and recreational facilities to meet the identified needs and interests of the residents of East Fallowfield Township, Pennsylvania.

**Members present:**

Mike McClintock (MM) (chair), Jeanne Berlin (JBe) (secretary), Brian Carling (Vice Chair) (BC), Dan Johns (DJ), Jan Bowers (JBo).

**Other attendees:** none.

1. April 2, 2013 minutes – DJ moved, and BC seconded, a motion to approve the April 2 minutes, as amended; the motion was unanimously approved.
2. BOS Meeting Results – JBo reported that the BOS approved E.B. Walsh to do the trail design engineering, the \$650 for new signs, and spoke with interest about the Memorial Day event, and indicated that the discussion regarding the sewer pipe in the Park will be the focus of the next workshop. Several P&R members will attend the BOS workshop. MM will email a package to Denise to include in BOS package that includes the map of the pipeline and pump station, latest set of P&RC talking points.
3. Chester County Dept. of Open Space is reportedly awaiting responses to some questions provided to the Township regarding the sewer project before making a decision regarding the trail grant application. No further information was available.
4. JBe provided an update of plans and logistics for the Hats Off to Heroes event.
5. Denise provided originals of 2 E.B. Walsh and 1 Chris DellaPenna invoices to MM; there is no explanation as to what is needed from P&RC. The group reviewed the invoices and noted they appeared to be for justified costs, but concurred that the P&RC does not have any fiduciary authority to approve expenditures. MM will inform Denise that the E.B. Walsh invoices should be given to Chris DellaPenna for approval and someone from the Township will need to approve the Chris DellaPenna invoice.
6. Social media – a posting will be requested regarding the Hats Off to Heroes event.
7. Signage – JBe reported that the signs are ready to order.
8. Next Meetings - Next Meeting – June 4, 2013; Next workshop – May 21, 2013.
9. Adjourn – a motion to adjourn was made by DJ, seconded by BC, and unanimously approved.

**Meeting adjourned: 7:37 p.m.**

**Respectfully submitted by:** Jeanne Berlin, Secretary