

East Fallowfield Park and Recreation Commission
Regularly Scheduled Meeting
May 1, 2012 Approved Meeting Minutes

Meeting called to order @ 6:42 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:

Jeanne Berlin (JBe), Brian Carling (BC), Jan Bowers (JBo), Dan Johns (DJ), Barb Lowe (BL), Peter Massaro (PM), Mike McClintock (MC)

Other attendees:

Joe Pomorski (JP) (BOS liaison), Kristi Walton member of the public

Priority Items –

1. Kristi Walton – she and her fiancé would like to use the pavilion for their wedding - a 30 minute ceremony, no reception onsite - on Saturday June 9th at noon (10 to 2). They anticipate approximately 80 people. No hanging decorations will be used. They would use rented chairs that they would bring in and remove; they would move and replace the picnic tables. The P&R members all indicated that they have no objection to the BOS approving use of the pavilion for the wedding. JP will inquire with the BOS chair to see if there is a method to get a decision from BOS sooner than the next regular BOS meeting and will notify Kristi.

Old Business

1. April 2012 meeting minutes – not yet ready; tabled until next meeting.
2. E.B. Walsh invoice for preparation of PA-DCNR grant application. The P&R members all indicated they have no objection to Chris Della Penna approving the payment of the invoice to E.B. Walsh.
3. PA-DCNR Growing Greener Grant Application Coordination – PA-DCNR contacted Chris Della Penna with some minor questions and requests for clarifications. E. B Walsh has provided the necessary responses.
4. Park Use Ordinance - The group reviewed the comments received from informal online public comment period and made decisions on final revisions. The motion was made by MM, seconded by PM for JB and BC to work with the Township Solicitor to finalize the revisions and to authorize BC to recommend the final revised ordinance to the BOS for them to pursue adoption.
5. Newsletter – JBe completed the newsletter and it is in publication.
6. Social Media – JP continues to post announcements about the P&R activities on Facebook, and will post periodic notices of the Memorial Day event.
7. Friends of the Park – JB reported that articles of association and bylaws will be required prior to completing the federal and state tax exemption paperwork, and the services of either a lawyer or accountant will eventually be needed to help with the process and paperwork. The Community Foundation of Chester County also offers administration assistance for these types of municipal 501c3 organizations, for a small fee. Tax returns and audits must be submitted to the IRS annually by a 501c3, so annual budget would need to be designated to

cover those costs until the organization establishes revenues to cover those costs. JP indicated that JB could make an initial inquiry to the Township solicitor regarding his thoughts on how to proceed.

8. Township staff are continuing to maintain the Park and doing some improvements; contract has been issued to Bill Harker.
9. Memorial Day Event – the group discussed logistical details for the event.

Motion made by JBe, seconded by BL, and passed unanimously to adjourn at 8:15pm.