

Park and Recreation Commission
 Regularly Scheduled Meeting
 December 1, 2009 Meeting Minutes

Meeting called to order by PM @ 6:37 pm. The motion was seconded by BC.

Mission statement: To facilitate the development 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.

Sign-up sheet was circulated and all attending signed in.

A. Old Business

1. P&RC meeting minutes
 - a. November 3, 2009 meeting was cancelled due to election.
2. Friends of the park
 - a. Expenses from fall Park Event.

Vendor/Individual	Payee	Type of expense	Amount
Instant reprints	Barb Ragni	Signs, advertising	152.64
Rallye Productions	Brian Carling	Dash plaques	123.95
Lauren Gill	Lauren Gill	Pumpkins, markers	88.37
Jen Carling	Jennifer Carling	Clipboards, markers, other items for future use	105.53
		Total	\$ 470.49

- b. Reimbursements are to be made from the Friends of the Park account.
3. Update on BOS meeting of November 24, 2009 (reported by George Broadbent)
 - a. No cash policy for transactions made in the office effective December 15, 2009. This policy change will not affect how cash is handled for instance during events at the park.
4. Newsletter - Update to be provided by attending liaison (reported by GB)
 - a. Due out in 2 weeks (expected before Christmas 2009).
 - b. Agreed to include the Patriotic Landmark brick order form as an insert.
5. Officer positions
 - a. Jay Hunter (the only new candidate) was interviewed.
 - b. PM made a motion to recommend Jay Hunter to the BOS during the December 22, 2009 meeting as a member of P&RC. This motion was seconded by DJ.
6. Patriotic Landmark
 - a. **Action item** – CDP has been asked to advertise to local contractors construction of the Patriotic Landmark.
 - b. **Action item** – DJ and PM will canvas the Branford Village and Brook Crossing developments for donations and brick purchases using the brick order form.
 - c. DJ and JBe have prepared an electronic message to be sent to all 200⁺ resident e-mail addresses regarding the brick order form. Examples of the form were distributed.
7. PECO Growing Greener Grant
 - a. AGC has graciously agreed to provide surveying services to locate the helical anchors.
 - b. **Action item** – PM will forward plans to P&RC Liaison who will present to Chris Della Penna for his review.

- c. **Action item** – PM will speak with former Troop 16 scout leader about donating materials to this project.
 - d. **Action item** – JD will recommend the appropriate helical anchor so that a quote could be obtained.
 - e. Knox Equipment has offered to donate the equipment necessary to install the helical anchors.
8. Trail mapping
- a. A draft map courteous of the County was distributed reflecting the trail locations in the park. A revised map (reflecting changes in the coding of certain sections of the trail) will be provided at a later date.
9. WREN Grant
- a. JBe will provide PM the interim report. He is to create a signature page and forward it to the appropriate individual.

B. New Business

- 1. Workshop scheduled for December 15, 2009 will not be held as the members of Park and Recreation, Friends, and Pond Watch will be gathering privately to recognize the Holiday season.

Meeting adjournment