

East Coventry Township Parks, Recreation and Conservation Committee January 23, 2018 Meeting Minutes

Date: Tuesday 1/23/2018 **Meeting Called By:** Karen Nocella

Time: 7:30PM **Meeting Notes By:** Flora Kapp

Attended	Name	Attended	Name
	Anne R. Sage	X	Flora Kapp
X	Bruce Stephens		Karen Nocella
X	Cathy Carney-Horner	X	Gary Hughs

Guests in attendance: John Doyle; Scott Adams; Connie Coppo, Parkerford Women's Club

Agenda Item: Call to Order

- ❖ Meeting called to order by Bruce at 7:32.

Agenda Item: 2018 Reorganization and Meeting Schedule

- ❖ Committee voted to keep Bruce St as is

Agenda Item: Review of October & November 2017 Meeting Minutes

Gary made motion to approve October and November minutes, Bruce seconded, all were in favor, minutes approved.

Agenda Item: Multipurpose Court - Status

- ❖ Gary informed committee:
 - He met with Ray and township engineer to review court plan and space.
 - He spoke with Pottstown Health & Wellness about our court plans and informed him of their current grant opportunity which is due by Feb 1st. Gary is working on completing the grant application.
 - He spoke with ProSport, company that installs pickle/tennis courts for court construction information and costs.

Agenda Item: Spring Run - March 24th

- ❖ John Doyle shared with committee:
 - John discussed weather conditions day of event with Bernie; if blizzard conditions race will be called off otherwise, race to go on. Should there be snow, will either plow trails or pack down
 - Registration completed on Pretzel City Sports (PCS) (4 people registered already)
 - Email blast to go out one month prior and then again 1 1/2 week prior
 - Sponsor letters completed and mailed out
 - Registration forms completed and delivered to the All Kind of Fast Shoe store in Phoenixville; YMCA (Phoenixville, Royersford); Chester County Running Store, Suburbia Shopping Center; posted on newspaper community events sites for Sanatoga Post & Pottstown Mercury.
 - To be posted on Friends of East Coventry facebook page
 - Mary informed Flora that Township newsletter to be completed/mailed earlier than originally planned to get registration form out to residents
 - Mary printed registrations forms for all to hand out and they were distributed to committee members
 - Yard signs have been ordered.
 - To do:
 - Committee members to distribute registration forms

- Flora to ask Mary to check goodie bag inventory
- Flora to contact vender Feb regarding possible donation of light vest
- Order medal;; need total of 96 (32 each category - 1st, 2nd & 3rd); order: 25 1st, 20 2nd & 15 3rd.
- T-shirts: design and order
- Assemble/volunteers
 - John to determine min/max number of volunteers needed
 - John contacted OJR Leo Club (6-10 volunteers) & band (only 1 signed up at this time)
 - Gary to contact Pastor Barry
 - Anne had contacted Karen Pfromm, and she is willing to help again this year
- Committee voted to order cotton pull on hats with twp/run name for runners.
- Make directional field signs/markers and determine positions along run
- Refreshments for event day, same as last year
 - Chocolate milk - John to contact supplier from last year
 - Other items need: soft pretzels, bananas, granola bars, hot chocolate/coffee, water

Agenda Item: Miscellaneous

- ❖ Committee voted to keep current committee organization structure as is:
 - Bruce Stephens as Chairperson
 - Karen Nocella as Vice Chair.
 - Move to approve 2018 meeting dates as follows:

Parks, Recreation, & Conservation Meeting Dates
Fourth Tuesday of the Month
Reorganization/Monthly -- January 23, 2018
February 27, 2018
March 27, 2018
April 24, 2018
May 22, 2018
June 26, 2018
July 24, 2018
August 28, 2018
September 25, 2018
October 23, 2018
November 27, 2018
December 25, 2018 - NO MEETING

- ❖ Scott Adams joined meeting to inquire about parking at schoolhouse for access to Usher Trail. It was explained that it is okay to park paved driveway on the schoolhouse property but not in gravel parking area to left of farm equipment as it is private property. Committee explained that we are working on future plans for proper signage for township parks and trails.
- ❖ Connie Coppo attended meeting to review 2017 children's events held at the Ellis Woods Park by Parkerford Women's Club and their plans for 2018. Committee approved their ideas. She also informed committee that they were not reimbursed for their 2017 expenses as approved by township. She was instructed to drop invoice off at the township.

Meeting adjourned 8:45 pm

Signed: 

Date: 2/27/2018

Flora Kapp/Secretary