

# Elk Township Recreation Committee Meeting Minutes

## *May Meeting*

**Date: Tuesday, May 13th, 2014**

Meeting started at 7:35 pm by Christine Yenner

<b>Members In Attendance:</b>		<b>Members Not In Attendance:</b>
Samantha Klei	Zuzann Rosado	Rob Kerslake
Traci Marchei	Jan Walter	William King
Eric Money	Christine Yenner	Nora Marchei
Donna Ragonese		Mary Spring

### **Business:**

The main objective of this meeting was to continue discussions about the upcoming Fall Festival. Potential activities, vendors, sale items, and other fund-raising events were considered. In addition, some specific details for planning and organizing this event were discussed. Other points of discussion were: adding our meeting minutes to the township website, the committee's current budget, hosting "coach bingo" as a fund-raising event, and final details about the upcoming Movie in the Park event. All discussions were informal and open to comments from everyone.

### 1. Minor Topics:

- a. Putting Rec. Committee meeting minutes online
  - i. Elk Twp. Web Master – Anna Thomas
- b. Committee's current budget: ~\$10,000 (not replenished annually; must fundraise)
- c. Coach Bingo - Seen to be successful in other locations; find out process?
- d. Movie in the Park – **Friday, 6/27/14 at dusk; Smurf's 2**
  - i. Advertisement/flyers: Municipal sign, The Sentinel, flyers to kids
  - ii. Food:
    1. Popcorn already supplied
    2. Sell water, pretzels, and soda as a fundraiser?

### 2. Main Topic: Elk Township Fall Festival

- a. Date/Time: **Saturday, 10/11/14; 10am-5pm** (Rain date: 10/12/14)
  - i. Conflicts with Glassboro Unity Day? Will Elk police be involved?
- b. Vendors: All need to complete a form/application
  - i. Food Vendors:
    1. Elk Township Farmers – sell or sample produce – Free Table/Space
    2. Twp. Fire Depts. (Aura, Ferrell, Lawns) – chili, hot dogs, popcorn, drinks, etc. - Free Table/Space
    3. Elk. Twp. Rec. Committee – Traci baked goods? - Free Table/Space
    4. Established Businesses – Must be there from 9am-4pm; Pay \$25/space
  - ii. Crafters (eg. Pitman Day crafters)
    1. Must be there from 9am-4pm; Pay \$25/space
  - iii. Form/Application: Name, Tax ID #, Address, Business License, Health Inspection (food) – Jan organizing vendor payments
  - iv. Vendor Organization: have to map out field area for number of spaces (10ft x 10ft)
    1. Want to get a variety of vendors (not too many duplicates)
- c. Activities:
  - i. Pumpkin Painting – ask Mood's what kind of paint they use?
  - ii. Scarecrow making – hay and burlap bag donations? Cost/scarecrow? Offer clothes/accessories? Bring your own clothes? Birth certificates?
  - iii. Hay rides (James?), Pony rides & petting zoo (Jan's contact?), sack races, "bobbing" for apples (donations?), face painting (Suzie Q?), fireworks (Lucas donation?), bounce house (Eric's contact?), and pie-eating contest?
  - iv. Music – Steve Alexander? Available PA system?
    - v. Circus? Kelly Miller Circus (580-326-9229) is being unresponsive, other companies? No circus?
- d. Advertisement: newspaper, municipal sign, flyers, sign donations (Barbaro?), every door direct

Meeting Ended at 9:30 pm

**Next Meeting:** Tuesday, 6/10/14 at 7:30 pm