

Elk Township Recreation Committee

Date: August 12, 2014

Meeting started at 7:35 pm by Christine Yenner

<u>Members in Attendance</u>	<u>Members Not in Attendance</u>	<u>Others in Attendance</u>
Traci Marchei Zuzann Rosado Jan Walter Christine Yenner, Liaison	Rob Kerslake Nora Marchei Eric Money	Donna Ragoese

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: committee signs, Delsea Regional Award, movie night turnout, and township sports. All discussions were informal and open to comments from everyone.

I. Minor Topics

- A. Rec. Committee meeting minutes online
 - 1. Elk Twp. Web Master – Anna Thomas
- B. Eligibility criteria for Recreation Committee Award and Payout needs to be discussed
 - 1. Graduate of Aura
 - 2. Going to college
 - 3. Was not awarded major scholarship
 - 4. Book store gift certificate vs. check made out to student
 - 5. Four Aura 6th graders received \$25 gift certificate
- C. Movie night turnout
 - 1. Attendance exceeded expectations
 - 2. Smurf juice and penny candy were a success
 - 3. \$35.50 was added to our budget as a result of the juice and candy sales
 - 4. Next year we need to set up a table before the event starts
- D. Recreation committee needs signs
 - 1. Advertisement of yearly events to get general wording: Ex: Next Saturday is Movie Night
 - 2. Rec. Committee signs for sales tables Ex: All proceeds to benefit future Elk Township Recreational Events
 - 3. What sign company should we use?
 - a. Vista Print? Currently \$20/ 6 signs
- E. Municipal Building Sign
 - 1. Can we post Elk Fall Festival Oct. 4 Vendors needed and phone number?

- 2. Goal to have this done by this week since sign is blank
 - F. Recreation Committee is separate from township sports
 - 1. Technically township sports falls under the committee's responsibility according to Elk township codes
 - 2. This needs to be addressed in the off season because liability falls on the Rec. Committee if a lawsuit is ever filed
 - 3. The mayor will have to address this
 - G. Recreation Committee needs tax ID number on file for event purchases made by members to be exempt from sales tax
 - H. Aura Home & School wants to bring back the tree lighting ceremony
 - I. We will need additional meetings leading up to Fall Festival in addition to regular schedule
- II. Main Topic: Elk Township Fall Festival
- I. Date/Time: **Saturday, 10/4/14; 10am-5pm** (Rain date:10/5/14)
 - J. Main goal of the festival is to draw a crowd and establish tradition
 - 1. Money for the recreation committee is secondary to our primary objectives
 - K. Farmer list divided up amongst the committee member's for personal invitations to festival
 - 1. Farmers will be offered tables for free to celebrate their harvest
 - 2. We will keep a list of items each farm offers to bring to avoid duplication
 - L. Elk township businesses will be invited to set up a table for \$25
 - 1. Donation letter to be included in business packet
 - E. Need space requirements for pony rides and petting zoo vendors
 - G. Cold Cart with umbrella will be available for recreation committee to sell items
 - 1. Water ice vs. Water
 - 2. Should we ask Fire Departments not to sell water and direct patrons to our cart?
 - H. Ferrell, Aura, Lawns Fire Department involvement
 - 1. Ferrell Ladies auxiliary agreed to sell hamburgers and hot dogs
 - 2. Need to contact Aura & Lawns
 - 3. Food vendors will have to be set up by baseball stand because of power needs
 - 4. Tables for FD are free; all profits from sales will go back into fire station
 - 5. If they don't sell food maybe a table for fire prevention or truck display
 - I. Scarecrow station to be combined with pumpkin painting

1. Flyer sent home to Aura students will address clothing need
 2. Committee will seek out jeans and long sleeve shirt donations for attendees
 3. Hay bale donation? How many will we need?
 4. \$5 for a pumpkin?
 5. Legs, waist, arms to be tied with twine
- J. Volunteers for Fall Festival
1. 5 committee members can't be expected to work 6 hours plus additional time to set up and break down
 2. There isn't that many of us we will need help
 - a. Girl Scouts, Boy Scouts, Aura Home & School
- K. Elk Township's Office of Emergency Management
1. Recreation committee must call Chief DeFalco with date and time
 2. Safety/Emergency plan is already in place from Elk Day, nothing else needs to be done
 3. If fireworks are planned we will need to contact county office
- L. Possible nonprofit groups to contact: Do they want a table?
1. Delsea Regional High School clubs/teams- free table to sell items for their organization
 2. Military recruiters
- M. Other possibilities for this year or future
1. Dunk the Mayor
 2. Candidate competitions- sack race, pie eating contest
 3. Sack Races, 3 legged races, 2 person football carry
 4. Live band
 5. Magician, balloon animals
 6. Timed events listed on flyers Ex: face painting from 1-3

Meeting Ended at 9:30 pm

Next Meeting: Tuesday, 9/09/14 at 7:30 pm