

West Brandywine Township  
Park and Recreation Board Meeting

**April 10 2007**

**Call to Order:** 7:07pm

**Board Members:**

Present: Joe Arvay, Jeff Chalfant, Michelle Benkovich, Mark Hartnett, Paula Kondracki  
Vanessa Barron arrived later

**Note:** Linda Formica of WBT also in attendance

- **Previous Minutes**

**Minutes for Mar 2007 were read**

**Motion to Accept: JA**

**Motion to second: MB**

**Yes\_5            No\_0\_\_**

- **Old Business:**

Easter Egg- Registration process drew complaints. Early arrivals caused confusion since tables were not ready. Setup should be complete by 9:30AM. For 10AM event. Pre-registrants should not have to stand in line. Names and ages were on forms and alphabetized. Registration on site should only include ages of kids; no address is needed since no one is turned away. Goal is to track how many kids participate and what ages so we can anticipate purchases for the following year. We should continue with pre-registration online next year but registration should only be for ages on day of event, names and address are not needed. In 2006, we had 271, 2007 we had 275 participate. 285 kids were pre-registered, 93 did not show; while 83 were registered day of event. For 2008, we should anticipate 350, to allow for 100% pre-register plus event day registrants. Lines were for confirming registration and getting coupons for gift bags based on age. This year we based the field used on the numbers in each age group. 0-3 had the largest number, 87 and the biggest field was used. The smallest group was 9-10 with 46 and the volley ball area was used. Treat bags should be done after the hunt for each age group. We may need to consider using the speakers and amplifier rather than the mega horn for communication. Also the Easter Bunny should lead each age group of kids to the correct field rather than trying to direct the parents. We missed that step this year. Overall, the kids having a good time is our focus.

Field Use-

**Scoreboard** was shipped April 3 from Ohio, ceremony April 28 or May 12. Band director was contacted and confident he can send a small contingent of band members.

**Snack trailer-** Coca Cola will waive \$100 fee for trailer because they service township vending machines but need to use their products. Prices for cans and bottles in email. Trailers equipped with propane burners and electric. Two games every Saturday, 11A & 1P. Season opens April 21 and ends last Sat. in June. Discussion to possibly farm out to someone and split 50-50. Discussion of what we sell. Staffing this stand each week may be a problem. 24 kids per game plus family. First step is to obtain food permit, 2 weeks. May 12 for ceremony and snack trailer should be ready. Scoreboard to be set up by township personnel.

**Banners-** We had one inquiry. We need to get pricing for banners and possibly just charge one rate for 2007-2008 as introductory. One company was \$75; we are looking at same rate as EBVA which is \$125. Production time is about two weeks.

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- **New Business:**

**COMMUNITY DAY**

*Lukens Band* sent contract for Community Day. Donation is nominal. We need to contact PW for 20 chairs. Small concert band is being sent. Time is 2:15p-3pm

Newspapers will be contacted for advertising. Signs and flyers will be made. Joe will arrange for permission to distribute flyers in schools.

Car show- emails sent out to club members, per MB. If we have a minimum of 4 responses, we should plan to have it.

*Raffles*- Gourmet food, chocolate baskets, flowers, painting, 50/50.

Suggestion of a lottery basket, a plant with lottery tickets around base. We will sell raffle tickets for each prize rather than having one raffle with several prizes.

\$1 each; 6 for \$5. For baskets, customary to have a type written list of contents.

Vendors- we had one vendor inquiry; we did not send out any letters other than non-profits and township commissions. Letters sent out to EMS as well. We have 2 vendors and 8 non-profits. We should consider having a separate event in the fall for local crafts and vendors.

Tickets for games- We may consider keeping the ticket prices the same but increase the number of tickets for each game.

Flyers for schools- township schools; Joe to distribute signs to local stores

Paula handed around a sheet with the costs and lack of sponsorship dollars coming in.

*Movie night/Concerts-*

Concert- June 10-@Caln- Mangomen

Concert- June 24-@WBT- CC Pops 7pm

Concert July 22-@Caln- Mad Jazzsters

Concert- [Aug.5-@WBT-7pm](#)- CC Lawmen

Movie nights- @sunset

June9- Star Wars I- PG

June 29- Independence Day-PG-13

July 13- Star Wars II-PG-

July 27 – Spiderman 2- PG13- 2hr

August 10- Star Wars III- PG

August 24- Chronicles of Narnia- PG- 2.25hr

Sponsorship-

We worked up another mailing list of local business addresses. Mark sent the list to Linda and modified a letter.

Motion to adjourn:MH

Seconded: JC

Next meeting:

Work session for Community Day: Tues April 24 6:30p

Work Session-final- Friday May 4 6:30pm

Community Day May 5- 8AM-prep 10:30-3pm event

Parks & Rec. Board Tuesday May 7pm

**Adjournment:** pm

PREPARED BY: Mark Hartnett