

West Brandywine Township  
Parks & Recreation Board Meeting  
August 14, 2012

Call to Order: 7:04 pm

Board Members:

Joseph Arvay \_\_\_\_\_  
Vanessa Barron \_\_\_X\_\_\_\_\_

Shane Johnson \_\_\_X\_\_\_\_\_  
Bob Watts \_\_\_\_\_X\_\_\_\_\_

Action on Previous Minutes:

Motion to Approve: \_\_\_Jeff Chalfant\_\_\_\_\_

Second the Motion: \_\_\_\_\_Shane Johnson\_\_\_\_\_

**OLD BUSINESS:**

**2013 Fathers Day Antique Car Show and Concert** – The decision was made to continue planning for the concert in conjunction with the car show again next year. Members were asked to submit suggestions for a band to play during the next annual event.

Members will submit items for entry into the Parks and Recreation annual budget by the next meeting.

**PUBLIC COMMENTS: N/A**

**NEW BUSINESS:**

**5K Run** – Finalizing of race day events. Sponsors that have returned their sponsorship will have their names printed on the back of the race T-Shirts. The committee made a decision on the color and quantity of shirts to order. The committee will have a special meeting prior to the day of the race TBD.

- Vanessa Barron – will order T-shirts and race bibs; provide ad to local newspapers; locate goodie bags for distribution and obtain music for race day.
- **Jeff Chalfant** - contact Wagontown Fire Co for volunteers to help with parking and provide Ambulance on site the day of the race; identify a vendor to obtain medals for top finishers and identify someone to sing the national anthem.

- **Shane Johnson** –establish a facebook page to advertise the event; locate a source for directional signs for the course and double check the morning of the race, assign volunteer duties and send pre-registration list to Ron Horn 48 hours prior to the race.
- **Bob Watts** – coordinate with Tom Ells to order 2 Port-a-Johns to be positioned next to the stage area; plan parking area for Fiddler’s Field; trash/recycling bins; request tables and chairs for race day registrations; portable PA System for announcements; cones for event staff parking; safety vests for parking and course volunteers.

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**Meeting & Event Reminder:**

Board of Supervisors (BOS): Thursday August 16, 2012 7:30 PM

Open Space Review Board (OSRB); Thursday August 23, 2012 7:00 PM

Park & Recreation Committee; Tuesday September 11, 2012 7:00 PM

5K RUN FOR VETERANS SUNDAY, SEPTEMBER 9, 2012

Board of Supervisors (BOS): Thursday September 13, 2012 7:30 PM

Motion to Adjourn: 8:46 PM approved