

Macungie Memorial Park
Board Meeting Minutes
Tuesday, January 31, 2023
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Call to Order: Kevin Wieder called the meeting to order. Advised the meeting is being recorded.

Board Attendance: Kevin Wieder, Mike Delong, MaryKate Messler, Alan Printz, Liz Young, Barry Bloch and Fred Weider in attendance. Mike Carwell and Donald Young not in attendance.

Visitors: Susannah Detwiler and Matt, representing Upper Milford Youth Association (UMYA), came to discuss the possibility of UMYA renting soccer field space from the Park. Mike Moxley had previously emailed Amy Hillegass last fall (2021) but had not pursued anything at that time. UMYA would need the fields primarily during the week for Fall and Spring soccer. Discussion regarding possible locations for fields and Amy answered questions regarding how maintenance and payments were handled in the past. Discussed possible scheduling conflicts during busy months and the Park's maintenance limitations. Amy will meet with representatives from UMYA to conduct walk-throughs and discuss payment and contract options.

Review of Minutes: Liz Young brought up Security camera discussion in the Minutes. Discussion regarding signs being picked up by Amy to deter trucks and security issues at the park. Amy is working on scheduling walk-throughs for security cameras. Someone went into a building and set off a fire extinguisher. The door was not latched properly. Fred Wieder made motion to approve minutes. Liz Young second. Motion approved.

Correspondence: None to report

Donations: Discussed filling in the Lumber Street Fundraising Thermometer after the \$5,000 deposit from Embassy Account to Lumber Street Fundraising Account is made.

Building and Grounds Technician: Board members were provided with two quotes for tree services. There are two dead trees near the Lions and Oberholzer Pavilions. There is a tree closest to the bandshell that is rotting and needs to be taken down. One of the quotes does not include one of the two trees near the pavilions that appear to be dead. Bartlett will come in and look at the tree not included in the quote when they have their bucket here to determine if it needs to come down. Ron Karboski recommended both companies. Bartlett's quote is less expensive than Witt's quote. Fred Weider will come out to inspect the trees and do a walk-through based on the Bartlett quote. Discussed who will grind stumps once trees are down. There are pests in the Pole Building and Refreshment Stand, and the squirrels are able to get into the Refreshment Stand easily. Kevin Weider asked for a written report from the pest company indicating the specific areas that will need to be addressed when the Refreshment Stand is renovated. The damaged fence off Lehigh Street has been fixed. Donald Young was communicating with the current owner of the property and has sent them the bill. The current owner of the Tyler property has not reimbursed the park to date. The new maintenance position has been filled by Scott Stevenson. Scott has experience with welding equipment and maintenance operations and will be given a seven month probationary period.

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Treasurer Report: Board members provided with Profit and Loss reports for the month of January. Bingo income was high for the month of January due to New Year's Eve Bingo. Amy pointed out various expenses for the month of January. Kevin brought up a question regarding the fence repair bill and whether it had been paid by the owner. The Park has not been reimbursed for the fence repair bill. Discussion regarding the Quest Termite and Pest bill and how the bill shown on the expense report is just for first treatment. Each additional bill from the pest company will be around \$45.00. \$5,000 will be transferred from the Embassy Account to the Lumber Street Fundraising account during each even month, starting in February. Discussion regarding the Lumber Street loan and how the funds in the Lumber Street Fundraising account have not been used to pay down the loan to date. Amy will not reduce the Lumber loan amount shown until a check is written to pay it down. Alan Printz made motion to approve the Treasurer's Report, as provided. Mike DeLong second. Motion approved

Fescht Report: There are 463 vehicles registered and 115 flea market spots registered for Fescht. Online registration is now active and a few vehicles have registered online. There have been a few glitches with online payments which are being worked out with the credit card company. The next Fescht committee meeting is scheduled for February 15.

Pool Report: None to report.

Manager's Report: An Eagle Scout candidate and his mom met with Amy to discuss his proposal for work on the Bandshell. He will come and present to the Board when the details are complete. The Park is working with The Friends of the Macungie Institute to put on the Flea Market the LIONS club had previously run. Donald Young has been a part of the discussions, as an attorney, and is reading over a draft of an agreement with The Friends of the Macungie Institute regarding the buying of flea market spots. The Park will share 50% of the profit from the registration of the flea market spots. The Park will get 100% of the profits from the Refreshment Stand. Darlene Misselbeck, from the Institute, will be sending out an email but has not posted anything on Facebook or anywhere else to date. Amy put the Flea Market on the website and has put the flyer out and she will place flyers around town. There is a meeting scheduled with Wheels of Time representatives for next year's event. Amy was presented with an insurance renewal quote from the Yurconic Agency. The quote is \$4,000 less than last year due to claims being down and income being up. Tom Bailey would like to give the Park a quote as well, which would include the price of insurance needed for the Park to sell alcohol without bringing in an outside vendor for alcohol sales. Amy has applied for the Bingo small game of chance license. Amy has had conversations with Schiff's Food Service. Schiff's will not guarantee food prices at this time. Schiff's will not be providing turkey BBQ and chili anymore. Amy is working on getting samples for turkey BBQ from two companies. Norm is having conversations with Jaindl and Kevin Weider suggested Amy sit down with him regarding a company he has used. Discussion regarding raising the prices at the Refreshment Stand.

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Old Business: Lehigh Street lot purchase amount of \$153,333.38 provided to the Board.

New Business: Board members provided with the updated Board Member Terms and contact information. Discussion regarding Board Member Bylaws regarding attendance. Discussion regarding meetings between Donald Young, Kevin Weider, and Ron Karboski. Ron did some preliminary research with Alice Welsh and Amy. Ron has also looked through Quickbooks. He has come up with some ideas for improvement. Ron has met several times with Amy and met with Margaret Young regarding the Halloween Account. Kevin and Donald will be meeting with Ron and Amy again Thursday, February 2 for a larger overview. The board will discuss streamlining different procedures and policies in the future.

Meeting Adjourned.

Next meeting is scheduled for Tuesday February 28, 2023.