

Macungie Memorial Park
Board Meeting Minutes
January 30, 2018
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Call to Order: Alan Printz called the meeting to order. Advised the meeting is being recorded. Majority of Board is not in attendance, election or approvals cannot be given.

Board Attendance: Alan Printz, Fred Wieder.
Not in attendance: Brian Nagle, Kevin Wieder, Debbie Young

Visitors: None

Review of Minutes: Majority not in attendance to approve.

Correspondence: Amy Hillegass advised \$100 donation was received from Gary Cordner and family. Donation was placed in to Endowment fund.

Building and Grounds Technician: Report provided for review.

Gary Arndt advised that lighting upgrade in basement of Memorial Hall has been completed. Using $\frac{1}{4}$ of wattage than previous. Light bulbs for upstairs are to be delivered this week.

Fred Wieder repaired generator. Owner's manual for generator was found.

Lawn mower is going to Passmore for engine work needed.

Treasurer Report: Financial reports to December 13 to December 31, 2017 provided to Board of Directors for review to close 2017 fiscal year since December meeting was December 12.

Reports to January 30, 2018 provided for review. Accountant bill for preparation of 990 tax forms was paid in January, usually paid in December. Current balance in savings account is \$77,989. \$30,000 in certificates of deposit was purchased. \$10,000 for Endowment Fund \$20,000 for Rainy Day Fund. Currently \$40,000 in certificates of deposit for Endowment Fund plus \$40,000 in certificates of deposit for Rainy Day Fund. Recent purchased certificates of deposit will mature January, 2020. Majority not in attendance to approve.

Fescht Report: Amy reported that Fescht core committee meeting is scheduled for January 31, full Committee meeting is scheduled for February 7. As of January 19, 2018 there are 188 flea market vendors registered and 697 vehicles registered.

Park was awarded \$15,000 through Lehigh County Tourism Grant for upgrades and changes on the grounds for Pit At The Park BBQ Cookoff. Grant first requested to give financial assistance to evaluate Park's Long Range Plan was declined. The grant is intended to bring people to Lehigh County, therefore thought was to request assistance for Pit At The Park which is a new venue during Fescht with thought to bring people with different interests to the Park during Fescht.

Agreement has been signed with Celebration Fireworks.

Solicitation for Fescht Sponsorship has been started to local businesses.

Discussion has been with City Entertainment to possibly bring in larger night entertainment and cut down on day time entertainment.

Pool Report: Alice Welsh was not in attendance. No report provided.

Amy advised that Alice sent text before meeting stating that at least one lifeguard chair is needed, preferably two chairs.

Manager's Report:- Amy requested priority be given to direction for tree maintenance regarding which trees to remove or trim. Trees on grounds analyses were completed by professionals in 2014 and 2016. Focus area was where public is in higher attendance. Direction also needs to be given regarding where and what new trees to plant.

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Lobach family has requested to place a memorial bench for Clydette Lobach and Allentown Dog Training Club has requested placing a memorial tree in her memory. Both Mr and Mrs Lobach have been involved with Allentown Dog Traing Club and Wheels of Time for many years.

Alburtis Area Community Center has requested use of field maintenance equipment that we have stored in MYA shed. AACC was given grant from Iron Pigs to purchase sports equipment. They are checking if funds could be used to purchase used equipment if available. Discussion was made to offer equipment be used by AACC until needed by MMP.

Information has been provided to agent, Yurconic Insurance regarding audit being done on workman's compensation and liability coverage package. At this point the pool fence will not need to be raised, spring closures might be required to be put on gate entrances. Audit is in process for property value with regard to be amusements, public access, sales at public events. Agent is in the process of researching how amounts were determined for coverages.

Notice has been received that Workman's Compensation claim which was filed several months ago for a pool employee who was injured while moving a bench during work hours remains open, no paperwork has been filed.

Sponsorship requests have been sent for Easter egg hunt

Sponsorship requests have been sent for annual Newsletter. Printers have been contacted to provide estimate for printing and bulk mail sort.

Amy and Alan Printz were at Borough of Macungie meeting to learn status of streetscape plan.

Heroes Helping Heroes Pet Fair will not be returning for 2018 due to change in ownership of Cloud Nine Pet Retreat.

Analysis was done on gym floor to determine a way to deep clean the surface from years of dirt build up rather than re-surface floor. Heavy buff with power equipment will be done by a contractor that works with Master Supply Line. Result will determine next steps.

Have been communicating with East Penn School District and Lower Macungie Township regarding procedure for maintenance and build of outdoor tennis courts. Copies of quotes from various contractors were provided from the source for information. Quote for repair of Park's outdoor courts for \$13,000 to \$15,000 was received from Pavement Maintenance Contractors. Was told they have previously completed acceptable repairs for EPSD.

EPSD provided contact information for purchase of outdoor backboard replacement. Thought is to replace both outdoor back boards, not only broken back board.

Updated quote was requested for replacement of welcome sign at Walnut Street.

Bingo and Small Game of Chance licenses annual renewal has been completed.

Had meeting with Heeps regarding bulk purchase of product for 2018. No major changes in product or price. \$800 bonus was received for amount of product purchased from Heeps in 2017.

Working to schedule meeting with Coke rep to confirm 2018 procedures, product and price.

Contract has been signed with PoolPro to pre-purchase liquid chlorine and have them provide valet service to review levels and pump room procedures on a monthly basis throughout the season.

In near future employees will have choice to have either direct deposit to bank accounts of their choice or receive a debit card where the amount of their paycheck will be placed which can be used anywhere debit cards are accepted, or cash can be withdrawn as needed.

Pool season pass documents are being updated for website and newsletter, swim team signup dates are being reviewed with swim team.

Meeting is being set with East Penn Chamber of Commerce to possibly bring some events to Park.

Will be reviewing security camera footage with Macungie Animal Hospital to possibly find vehicles responsible for ruts in ground area near playground.

Researching for purchase of some playground equipment to bring new life to playground.

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Tennis Report: No report provided.

Old Business: No Discussions

New Business: None

Next meeting is Tuesday, February 27, 2018 at 7pm, downstairs of Memorial Hall