

**Macungie Memorial Park
Board Meeting Minutes
September 25, 2018
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Call to Order: Alan Printz called the meeting to order. Advised the meeting is being recorded.

Board Attendance: Alan Printz, Kevin Wieder, Brian Nagle, Fred Wieder, Donald Young

Visitors: None

Review of Minutes: Donald Young suggested that application to sell beer should include option to sell wine. Brian Nagle made motion to approve the minutes. Fred Wieder second. Motion approved.

Correspondence: Amy Hillegass reported that \$200.00 donation was received from Lehigh Valley Kennel Club. \$100.00 donated from Phil Hoch, who was previously a food vendor, currently supplies ATM machine during large shows. Donations were placed into Endowment Fund account. Wheels Of Time Street Rod Association donated an evergreen tree to the Park. During show time the tree was temporarily placed near the monument and flag pole where anyone could place a memorial note for guests to see. The tree was planted along Walnut Street grounds area. An additional tree is being donated by Jean Cramsey. The tree will be from selection and dimensions provided to her and will be placed along Walnut Street.

Building and Grounds Technician: Report provided for review.

Alan Printz reviewed the grounds and advised that bags around newly planted trees are not filled with water.

Also requested review about repair or replacement of glider bar handle in playground.

Discussed the condition of trees due to spotted lanternfly.

Power pole which held electric lines and a power box for blue field area was hit by portable toilet delivery truck during set up for Wheels of Time. Amy advised that the pole was rotted at the bottom, there was no damage to the truck that knocked down the pole. There was a power panel box and meter attached to the pole. PPL was called to remove the active power lines. Claim will be filed with our insurance company.

Kevin Wieder advised that electric work to the panel box that was reviewed to be done as part of grant awarded for electric upgrades will be re-visited.

Alan thanked staff and volunteers for work completed during the month of August.

Treasurer Report: Monthly reports individual for the months of August and September provided for review.

Upon review of August Expense by Vendor report question was brought up regarding expense of fireworks during Fescht. Thoughts discussed about if having the fireworks brings income to the Fescht, is it possible to find sponsor and donations for fireworks. Discussion was had regarding the pre Fescht expense for marketing. Noted that expenses were saved with cancellation of some Fescht entertainment.

Balance of main savings account as of August 31, 2018 was \$75,600.

No Capital Budget expenses spent for months of July and August.

Balance of main savings account as of September 25, 2018 is \$82,617.

Two certificates of deposit at Embassy Bank from Endowment Fund mature October 13, 2018. Current balances are \$20,305.29 and \$30,457.93.

Decision made to take \$9,000 from Endowment Fund account at PNC bank, put into the \$20,305 cd and renew for 18 month term, then roll the \$30,458 cd into 12 month term. Decision will be made during budget planning to possibly open additional cd for a 24 month term.

Income for 2019 Fescht registrations, etc. is being deposited into bank account at Embassy Bank, which will be primary Fescht transactions account. Alan Printz will be placed on the account at Embassy Bank.

Income will be coming from the swim team reimbursing Park for expense of swim team coach's payroll.

At this point no major expenses are planned or foreseen.

Fred Wieder made motion to approve treasurer's reports, Donald Young second. Motion approved.

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Fescht Report: Severe rain weather was major factor for income from 2018 Fescht. Ontelaunee did great job in working with show layout location changes. Matt Manwiller of Ontelaunee Car Club is current Fescht Coordinator. Positive changes and cooperation has been seen working with the club. Plans for bringing beer garden to the Fescht could also be a very positive change.

Mike Delong thanked Matt Schmoyer for taking over responsibility of fence installation and maintenance during Fescht and Wheels Of Time. Nice to see he brought in some young, new volunteers.

Ontelaunee Car Club was paid their calculated share of income which totaled \$11,700. Income of estimated profit to Park from Fescht fund will total approximately \$30,000.

Waiting on \$5,000 sponsorship check to come from Legends Personal Care Senior Living

Lehigh County Water Authority came out August 15 to work on cleanup of the sewer lines backup along creek and Lehigh Street areas. They also cleaned out contaminated soil, rebuilt the area and planted grass. Good to have time between Fescht and Wheels Of Time show for grounds to recover. Chris Becker stated it was assumed that the back up to sewer lines was caused by grease build up which could have been building for a long time.

Wheels of Time SRA had contracted with Saylor's Lawn and Landscape to repair damage to the grounds from the monster truck events taking place during Wheels Of Time show.

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

Amy will complete income/expense report based on current figures.

Alice had previously advised that additional hours will be coming for employee time of doing post season clean up. Pool has been winterized. Bath house has not been winterized.

Manager's Report: Amy reported that Wheels Of Time show was successful with good weather and attendance. Calculations for profit share with the participating organizations will be completed in near future.

Got notice that the Ben Event fundraiser in July will not have events on Friday evening, only Saturday morning into mid-afternoon, when cruise night time starts.

Volunteer thank you party was held Friday, September 21. Nice attendance of volunteers. Grounds area and entertainment was shared with a local business having a picnic on the same date.

Volunteers from the Macungie Minstrelaires worked the refreshment stand and gates for September 22 cruise night. Good attendance.

Friends Of Macungie Institute Bingo was September 23. We had the Memorial Hall kitchen open before and during break time of the event.

Met with members of Wheels Of Time Street Rod Association. Two year Agreement has been signed. No major changes. Agreement is in effect until September 1, 2020.

There were injuries to a few spectators during Wheels Of Time show. Injuries happened when a monster truck slid into the temporary barricade wall, pushing the wall into some spectators and knocking over a sound system speaker which hit a spectator. The gentleman hit in the head with speaker chose to take himself to hospital. His wife was a scheduled volunteer in refreshment stand. She reported that he was doing ok when she came to work her shift. Latest report is that he is doing ok, requesting repayment of his insurance deductible. Met with Wheels Of Time representatives and had phone conversations with Bailey and Associates, who is the Agent for WOT liability coverage. We do not need to be involved at this point. Latest update is that Bailey has been in touch with Agent for carrier of liability for the monster truck owner. Claim has also been filed for replacement of sound system speaker owned by City Entertainment.

Information was obtained from other spectators who had minor injuries. At this point no one else has filed a claim. There will be a fiber and arts festival on the grounds and in Memorial Hall on Friday Saturday and Sunday, seems to be an event that will grow. WFMZ News will be here for interviews to feature the event during their morning broadcast.

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Lehigh Valley/Pocono/Berks dog shows were successful. Dog clubs were very cooperative and respectful for placement of vehicles, campers, rings, etc. to keep people and vehicles out of wet grounds areas. A show ring participant suffered a heart attack during his showing of a dog. Macungie Police, then Macungie ambulance responded quickly to the call. Officer Todd Bernhard was able to save the heart attack victim's life before ambulance arrived. The dog clubs were appreciative about the way the emergency situation was handled.

Amy acknowledged that respect has been given by all shows and events to help us through a very wet spring, summer and fall show season.

Working with Steve Haffner to provide the information for completion of 2017 990 and financial reports needed for federal filing. We will be assigned to a different representative from his office since our previous contact no longer works there.

Tennis Report: No report provided.

Old Business: Volunteers are needed.

Discussion was opened regarding clean out of stream. Advised that Wildlands Conservancy should be contacted to review and help determine what needs to be done to have the stream cleaned out to stop it from carving into our property and flooding. Chris Becker advised that the Borough has an active plan in place for waterway buffers.

New Business: A volunteer has requested to have swimming pool sign, rose bush and wood split fence replaced plus trimming of trees at Walnut Street entrance.

Meeting was adjourned.

Next meeting is scheduled for Tuesday, October 30, 2018 at 7pm, downstairs of Memorial Hall