

**Macungie Memorial Park
Board Meeting Minutes
Tuesday, September 27, 2022
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Call to Order: Kevin Wieder called the meeting to order. Advised the meeting is being recorded.

Board Attendance: Kevin Wieder, Alan Printz, Mike Carwell, Mike DeLong, Donald Young, Liz Young. Not in attendance: Barry Bloch, Fred Wieder

Visitor: No one to report as visitor

Review of Minutes: Mike DeLong made motion to approve Minutes from August Meeting. Alan Printz second. Motion approved. A Board Meeting was not held in July.

Correspondence: Provided to Board is a letter received from Borough of Macungie regarding repairs to retention wall that is along the creek, near Main Street bridge.

Building and Grounds Technician: Actions are noted on Agenda provided. Keith Kling is continuing process of learning daily responsibilities, set up/preparing/maintaining/tearing down for outdoor events. No large projects have been started.

Treasurer Report: Old items listed on Agenda.

Balance in the savings account to spend, without including hail claim dollars is \$38,000. Current balance available for spend at Embassy Bank is \$79,000. Awaiting reimbursement of \$7,304 from Bears Swim Team for payroll expense reimbursement. This amount is for payroll coming from Park account before new payroll system was set up for payroll expense to come directly from Bears Swim Team bank account.

In process of determining the reimbursement amount due to Park from Pool.

Should be approximately \$40,000+ dollars being transferred from Fescht bank account to Park account in near future.

CD with balance of \$31,678.29 was closed at Embassy Bank. New CD is process of being opened at Member's 1st Bank. Current special at Member's 1st is for 19 month CD at rate of 2.7% interest.

\$5,431.50 balance from Christopher Reeve Grant award has been paid to contractor who completed renovation of bathroom outside of pool bath house. All funds awarded from Reeve grant have been spent.

In process of inputting previous financial information into QuickBooks. Currently working with outside contractor, Jennifer Montes to update QB, develop different reports. Receiving training to learn different procedures for book keeping and providing reports which can be given for review, to decide preferable style of reporting.

Donations that are made at refreshment stands to general donation bucket are to be placed in Lumber Street fundraising account.

Suggestion given to have a fundraising event, such as a turkey run organized to raise dollars specific to Lumber Street loan repayment. Additional suggestion to place signs at the Halloween event to inform and encourage donation

Liz Young has offered to review procedures for completing process of accepting online donations.

Donald Young made motion to approve Treasurer Report, as provided. Mike DeLong second. Motion approved.

Fescht Report: Final dollars report is being worked on as bills are paid.

Thank you to large sponsors of 59th Annual Das Awkscht Fescht; Daniels BMW and Bennett Automotive Group. Good turnout of vehicles. Public attendance low, primarily due to weather.

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Pool Report: Pool Financial Reports provided to Board Members by Alice Welsh.

Separate categories provided on financial reports. Reporting that Membership brought in \$92,000, compared to \$84,000 in 2021. Lessons income is close to previous year. Daily income for 2022 was \$47,000, in 2021 was approximately \$23,000. Difference in income is due to Active Learning Center bringing in additional students from their 3rd center.

Dollars will be transferred through account to cover expenses paid through fundraiser account.

\$3,000 awarded from Lions Club for renovation of outside bathrooms has been approved to be used for any other expenses since bathroom funded by grants.

Income earned from the 2022 4th of July activities is \$943. Current balance in account is \$4,413.57. Goal is to keep as a community event.

Follow up will be given to PoolPro for repair/replacement of damaged tile at corner of pool.

Manager's Report: Thank you to all volunteers for their time and services.

Advising that refreshment stand door was found standing open later last evening. Found that someone had entered the stand and did minor vandalism. It is assumed that the door was not properly pushed closed for the night. Have learned that latest form of vandalism is turning off breakers within breaker boxes.

Security company will be contacted in future to come to review security camera placement ideas with committee members. A sign will be made to place in pavilion and bandshell areas notifying that Park is under 24 hour surveillance, police can be contacted if seeing questionable activities.

Liability claim which started from a child falling from playground equipment in September of 2021 has been closed. Park owed \$433.77 for the claim.

In process of planning large outdoor and indoor dog show.

In process of calculating the amount of shared profit due to non-profit organizations that participated in Wheels of Time.

Agreement with Wheels Of Time SRA brought in \$15,000 rent from WOT.

Board has been provided with communication from IRS regarding result of audit of 990 for year 2018.

Old Business: Margaret Young reported they are moving forward with Halloween parade planning. Borough is providing \$3,000 in funding. Request given for a separate bank account to be open to place income and pay expense, so it is a separate function. Parade will be going through town starting at 7pm. There will be a separate festival within the Park that will be from 5 to 7:30pm. Working on obtaining food trucks, sponsors and planning of family events within the Park. Requesting volunteers to help various parts of the event. Have met with previous planners to learn about the process. Money will be left in the account for two years to have for the next year planning. In future, funds will be used for various projects within the Park.

New Business: Requesting budget workshop in November to plan for building 2023 Budget.

Donald Young made motion that Marykate Messler be appointed to Board of Directors for vacancy with term ending December 31, 2023. Mike Carwell second. Motion approved.

Meeting adjourned

Next meeting is scheduled for Tuesday, October 25, 2022 at 7pm downstairs of Memorial Hall.