

Village of New Haven  
Parks & Recreation Committee  
Tuesday, February 18, 2020

I. Call to Order/Roll Call

**I call the NH PR meeting to order at 7:09 pm must have 4 for quorum  
Member conduct roll call by Fatima Dilbert.**

**Present: Fatima Dilbert, Mark Hasiak, Valerie Rubio & Tara Walsh**

II. Public Comments on Agenda Items

**I call to open the floor for comments on agenda items.....**

**Comments: n/a**

III. Approval of Agenda

**I move that the committee approve the February 18, 2020 Meeting Agenda**

**Who will second: Mark**

**Vote; All in favor 4/4, those opposed 0/4, motion: carried**

IV. Approval of Minutes November 19, 2019

**I move that the committee approve the November 19, 2019 meeting minutes**

**Who will second: Valerie**

**Vote; All in favor 4/4, those opposed 0/4, motion carried**

V. Unfinished Business

a.) Event Updates

\* Parade of Lights/Tree Lighting/Float Contest: Event was successful. Lots of participants attended the event. Event to be scheduled this December, 2020.

\* Holiday Light Contest- Event Advertising Conflicts...Formal process needs to be approved and implemented. (Point of Order called- was discussed in New Business Section: e.) Event was successful, multiple entries were applicable. First, Second and Third place winners received gift cards. Repeat event December, 2020.

\* Wayne County Light fest Bus Trip: All community member enjoyed. Committee agrees for the 2020 trip we would like to ensure a dinner stop is added to the trip.

\* Park It (Movies in the Park) Schedule Request Update: August dates were booked. **Tara** will confirm possible dates with Park It throughout the summer, as well as explore the 14' LED screen possibility for \$800 if the \$500 screen is booked.

VI. New Business

a.) Jr Hoops Bus Trip/Mark Wiles - 1 bus approved - Bus will provide all day transportation for the event.

b.) Jimmy John's Field/Kids Day 6/24/20 @ 11:05 am - \$12 per ticket w/own lunch, Village will provide 1 bus (54 participants) for transportation.

**I move that the committee approve the Jimmy Johns Kids Day event, providing one bus for transportation, as well as ticket entry to the event for the combined cost of \$1,400.00**

**Who will second: Mark**

**Vote; All in favor 4/4, those opposed 0/4, motion: carried**

**(Flyers for the event must be out to the public by Friday May 22nd)**

c.) Easter Egg Hunt - Needs: Volunteers: **Tara** Contact Richmond/Lenox Fire Dept. for grilling (Contact: Jeff White): **Mark** Requesting 500 McDonalds coupons: **Fatima**, Requesting 500 Texas Roadhouse coupons: **Tara**, Purchasing Prizes **Tara** \*Eggs have been ordered\* Hot Dogs, Buns, chips and Drinks need to be purchased: **Tara**

d.) River Days: More info needed. Possible purchasing of T-shirts for the event. **Tara** will contact Genevieve Rodzik for further details/instruction.

e.) Advertising Events Process/Postings (Twilio, EDDM - USPS mailers, Remind App, School Messenger an option?) **Mark** has been reviewing options. Twilio is not an option for what we need, School Apps are sticking to "school's only". EDDM as well as Revise seem to be more of what the committee is looking for. It is believed if the service is shared between Village Council as well as Parks and Recreation the benefits received will be more than cost effective. **Mark** will obtain quotes and present to council in March.

Also, to better communications and ensure less confusion the **Committee agreed three P&R committee members must review and approve any/all flyers, mailers, postings, etc prior to their distribution.** This process is a plan of correction attempting to rectify the mistakes made during the 2019 Christmas light competition. (Gift card amounts purchased did not match Committees approved amounts.) This process can be completed via FB messenger in the group chat by any 3 Committee members.

f.) Return Treasurer's report to agenda items: Committee agreed we would all like to see this returned to the agenda permanently. **Tara** will obtain information and provide to the committee each month until someone else can be appointed.

g.) Cooking Class: Dr Shepard from Endeavor is interested in hosting the class if we can find a Chair to run it: The Committee is excited for this opportunity. We agreed Endeavor is close enough in proximity that transportation is not required. **Tara** will set up and meet with Dr. Shepard to discuss availability, cost etc.

VII. Call from the Floor : N/A

VIII. Call from the Table: N/A

IX. Adjournment: 7:57PM