

Township of Spring Parks and Recreation Board

Meeting Minutes –December 21st, 2023

Vice Chairperson William Herbine called the meeting of the Parks and Recreation Board to order at 7:00 pm in the Public Meeting Room at the Township Administration Building. The following members were present: Keith Stamm and Michael Kocher. Members William Aukamp and Richard Bashore attended via teleconference. Also present was Parks and Recreation Director, Judy Houck.

Amendments to the December 21st, 2023 Agenda – None

Approval of Minutes – *Motion to approve the minutes of the November 16th, 2023 meeting was made by Mr. Aukamp, seconded by Mr. Stamm. MOTION CARRIED 4 – 0. Mr. Bashore had not yet joined the meeting.*

Courtesy of the Floor – None

General Report – Ms. Houck reviewed the written reports and announced that the Department will be offering (43) programs for the Winter/Spring 2024 season. The “A Red Caboose Christmas” event was well received and since the weather cooperated this year the event was able to be held at the Park. The Township received 163 letters to Santa and each letter that included a self-addressed, stamped envelope received a response. Ms. Houck reported that the Township has purchased the West Wyomissing property and the Township was not awarded the grant for the Kline’s Creek Park Master Site Plan.

Old Business

Comprehensive Plan – The 3rd draft of the Plan was delivered to the Department this afternoon and Ms. Houck distributed copies to the Board members who were present at the meeting. She will deliver them to Mr. Aukamp and Mr. Bashore.

Summer Playground Program – Ms. Houck provided a spreadsheet of information about other municipalities’ Summer Playground Programs and emails she received from the municipalities which provided more detailed information. The Board discussed the 2023 costs compared to the 2024 proposal, leader pay rates, program registration rates, current Township demographics and the Supervisors’ subsidy allowance. 2023’s season was the most “normal” season since the pandemic however, the program still only served 155 children from a Township with 28,000 residents. The feasibility of continuing to finance the program beyond 2024 will need to be closely reviewed at the end of this summer. Ms. Houck was asked to obtain permission from the Board of Supervisors to offer the program this summer at the 2023 registration rates and to increase the returning staff’s hourly pay rate by 25 cents.

2024 Budget – Ms. Houck reported that the 2024 budget was adopted during the Board of Supervisors meeting on December 21st. She believes that everything submitted for the Parks and Recreation Department has been approved.

Old Business - Continued

Winter-Spring Events – Discussion was held regarding the Adult Volleyball Program, the facility cancellations this past fall, the refund process, communications with the volunteer supervisor, the supervisor’s communication with the school district and the school district’s communication that facility space is very limited because the spring sports are having indoor practices during the winter months. Ms. Houck reviewed the school district’s policy in regards to use of their facilities by non-school groups. The Board also reviewed the registration and attendance report. Due to the low percentage of Township residents this program is serving, the Board does not feel that it is achieving our programming goals and recommends discontinuing the program.

Motion to recommend the Board of Supervisors discontinue the Adult Volleyball Program was made by Mr. Bashore, seconded by Mr. Aukamp. MOTION CARRIED 5 - 0

General Comments – None

New Business

General Comments – None

Announcements –

- The new Program Coordinator will be joining our team on January 8th, 2024.
- A list of upcoming programs and events has been included on the back of the agenda.
- Next meeting – Thursday, January 18th, 2024 – 7:00 p.m.

Adjournment – *Motion was made by Mr. Stamm, seconded by Mr. Kocher to adjourn the meeting at 8:00 p.m.- MOTION CARRIED 5 - 0*

Respectfully submitted,

Sharon Breneman
Administrative Assistant