

Township of Spring Parks and Recreation Board

Meeting Minutes –November 16th, 2023

Chairperson Richard Bashore 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: William Herbine, Keith Stamm and Michael Kocher. Member William Aukamp attended via teleconference. Also present was Parks and Recreation Director, Judy Houck.

Amendments to the November 16th, 2023 Agenda – None

Approval of Minutes – *Motion to approve the minutes of the October 19th, 2023 meeting was made by Mr. Herbine, seconded by Mr. Stamm. MOTION CARRIED 5 - 0*

Courtesy of the Floor – None

General Report – Ms. Houck reviewed the written reports and announced that the Administrative Assistant position had been filled and that the pavilion rental season ended on October 29th. The fall program season has been running smoothly and will end in approximately four weeks. The second annual Fall Family Fun Day event at West Lawn Park was well-attended and the staff received a lot of positive feedback from the attendees.

Discussion was held regarding the Adult Volleyball program, the communications that Ms. Houck has received from the volunteer supervisors, the number of participants and their Township and school district residency status. The school district had to remove a date from the season due to a double booking and the participants were refunded for that evening. The Board discussed whether or not this program should continue. Further discussion will be held at the December meeting.

Old Business

Comprehensive Plan - Ms. Houck reviewed the conversations she had with Ms. Eichlin from Barry Isett and Associates. She also spoke with Mr. Bryan Smith, Ms. Eichlin's supervisor, who apologized for the grammatical and punctuation errors and stated that the next draft would be printed in their office so that the maps, graphs and charts would be more readable. Ms. Houck and Ms. Eichlin compared Draft # 2 to the RFP and there were several items that were not included in the draft and many items that need to be expanded upon. Ms. Eichlin indicated that Ms. Houck would receive the 3rd draft by December 14th for distribution to the Parks and Recreation Board.

Summer Playground Program – Ms. Houck reported that the registration dates and basic program information will be advertised in the 2024 Winter/Spring Brochure however, the registration rates will not be included. The Board reviewed the reports that were included in the meeting packet and specifically discussed 1) the ratio of leaders to children, 2) the hourly rates of staff compared to previous years, 3) the registration fees and 4) the amount of financial support the Board of Supervisors is willing to provide to this program. The Board asked Ms. Houck to obtain information from other Berks County municipalities regarding these four issues.

Old Business – Continued

2024 Budget – No new up-dates

Winter-Spring Events —Ms. Houck reported the Easter Egg Hunt and Trout Rodeos have been scheduled and no major changes were made to the Trout Rodeos this year. There will be a Spring Township Night at Reading Phillies in April and a Touch a Truck Event in May.

General Comments – None

New Business

General Comments – None

Announcements –

- Mr. Donald Watterson has resigned his seat as a member of the Parks and Recreation Board due to health issues.
- Discussion was held regarding the process of finding a new member and Ms. Houck reviewed the importance of having Board members who represent the community at-large, not a specific interest group.
- A list of upcoming programs and events has been included on the back of the agenda.
- Next meeting – Thursday, December 21st, 2023 – 7:00 p.m.

Adjournment – *Motion was made by Mr. Kocher, seconded by Mr. Aukamp to adjourn the meeting at 7:47 p.m.- MOTION CARRIED 5 - 0*

Respectfully submitted,



Sharon Breneman
Administrative Assistant