

Minutes
Collier Township Parks & Recreation Board
Regular Meeting
Collier Community Center

January 28, 2020

I. Call to order

The meeting was called to order at 6:30 PM; a quorum was present.

II. Pledge of Allegiance

III. Roll call:

- a) **Board:**
Anna Ewing
Eric Ives
Diane Kuppelweiser
Holly McIlree

- b) **Commissioners & Parks Staff:**
Rochelle Barry – Director
Dan Styche – Commissioner

IV. Approval of minutes from last meeting – Approved

V. Public Comment / Acknowledgement of Guests

- a) Friends of Collier Parks and Recreation – Dan Styche reported that Friends will hold a Spaghetti Dinner Fundraiser on March 28, 2020. There was discussion regarding how best to publicize the event (Facebook events, emails to baseball teams, soccer teams, churches). Rochelle also requested that Friends coordinate with her regarding the businesses they are soliciting for donations to ensure that they are not competing with each other.

VI. Committee Reports – None

VII. Parks & Recreation Staff Report

- a) Township News – None

- b) Parks & Recreation News – Rochelle Barry

1. We have submitted our application to use the Allegheny County Showmobile (stage) for CollierFest. We plan to have a two day event on September 25th and 26th.
2. Light Up Night will be Tuesday, December 1, 2020. By moving the event to a weeknight, we will be able to offer more activities for less cost than on a Friday.
3. I am looking into our insurance/liability information to possibly change the walking track at the Community Center to ages 8-12 allowed on the track with an adult during certain times. The current rule is ages 13 and older only.
4. The JOY Club senior programming has continued to grow. In January, the senior luncheon had 43 participants and the bingo had 15. We are also looking into adding a monthly evening bingo and a set day for seniors to play cards together at the center.
5. Upcoming Winter/Early Spring Programming includes: Lacrosse, Red Cross Babysitter Training, Girls on the Run, Cardio Blast, Dek Hockey, JOY Club senior programs, as well as our continued pickleball, volleyball and basketball open play.
6. The late spring/summer list of programs and events will be mailed to all homes in Collier around the end of March.

VIII. Old Business

- a) Dog Park – The fence is up, but it is a muddy mess right now. They are planning a ribbon cutting / grand opening for May. The Dog Park rules need to be reviewed and there will have to be an ordinance in order to make any rules enforceable.

IX. New business

- a) Election of Officers / Formation of Committees: Rochelle stated that election of officers is supposed to take place during the January meeting. She also pointed out that we need to form the following committees per the Bylaws: Park Oversight, Special Events and Programs, and Public Relations. It was discussed among the board members present that it would be best to postpone this until February in order to give more notice and to, hopefully, have more board members in attendance. It was further discussed that the

election will move forward in February as long as there is a quorum. Holly McIlree made the motion to postpone until February, Eric Ives seconded and the motion was passed.

- b) Meetings and Meeting Attendance by Board Members: It was discussed that a lack of a quorum should not warrant cancelling a meeting. Regular meetings can and should still take place as a non-voting / working meeting. We have had too many meetings canceled due to lack of attendance. Rochelle pointed out that per the Bylaws (Article IV, paragraph 609) *“Members are expected to attend and take an active role in all meetings. The Commissioners may remove any member who misses three or more regular meetings in any twelve (12) month period.”* Eric stated that he will be out of town for work for the February meeting, but that he would call in to be present and that he could provide a conference bridge for other board members who might also need to call in. This would allow for as many people as necessary to be able to call in through the same connection.
- c) Bylaws: Rochelle stated that it is necessary for us to review and update our Bylaws. The current Bylaws were written in 2005 and many things have changed. It was agreed that we would form a special committee to help with the updating. Anna Ewing, Diane Kuppelweiser, and Holly McIlree volunteered to serve on this committee and will meet with Rochelle on February 7, 2020 at 10 AM to begin this process.
- d) Change of Meeting Dates: Since the Commissioners have changed their meeting dates, our present schedule of meeting on the fourth Tuesday of every month means that anything we discuss at our meetings and would like to present to the Commissioners, would have to wait nearly a month. By changing our meetings to the third week of the month, we can solve that issue. After some general discussion, it was determined that the third Monday would work best. As a permanent change, it will be integrated into the updated Bylaws, but in the interim, we at least need to change February’s meeting date. Eric Ives made the motion to change February’s meeting Monday, February 17, 2020, Anna Ewing seconded and the motion was passed.

X. Board Member Comments

XI. Adjournment – There being no further business, the meeting was adjourned at 7:30 PM.