

ELMWOOD PARK BOARD OF RECREATION
MINUTES OF REGULAR MONTHLY MEETING
August 26, 2013

Prior to the start of the meeting the following statement of compliance was read:

Now therefore be advised that the notice requirements of this meeting have been satisfied by providing an annual notice of posting a schedule of such meetings in a conspicuous place in the Municipal Building and by filing a copy of such schedule in the office of the Municipal Clerk which said notices were filed or provided on January 21, 2013

Vice Chairman, Bob Burke called the meeting or order at 7:41 p.m.

Commissioners Present: Myles Garvey, Bob Burke, Bob Calabro, Wally Nowosielecki, and Brenda Huffman

Commissioners absent – Rich DeLorenzo

Recreation Department – Donna Puglisi

Recreation Liaison – Councilman Tom Conboy

A motion was made by Myles Garvey to approve the minutes of the July 22, 2013 meeting. Motion seconded by Bob Calabro. All approved

A motion was made by Bob Calabro to approve the minutes of the June 24, 2013 meeting. Motion seconded by Brenda Huffman. All approved

A motion was made by Wally Nowosielecki to open the public portion of the meeting. Motion seconded by Myles Garvey. All approved.

Public Speakers

Ken Van Rye

A motion was made by Brenda Huffman to close the public portion of the meeting. Motion seconded by Bob Calabro. All approved.

A motion was made by Brenda Huffman to open the work portion of the meeting. Motion seconded by Myles Garvey. All Approved.

Resolution R-8-2013 – Donna Puglisi presented the Commissioners with a resolution to approve the hiring of after school personnel. After brief discussion, a motion was made by Brenda Huffman to approve Resolution R-8-2013. Motion seconded by Wally Nowosielecki. All approved

A motion was made by Myles Garvey to enter into executive session at 7:58pm. Motion seconded by Wally Nowosielecki. All approved

A motion was made at 8:55pm to return to work portion of recreation meeting by Bob Calabro, seconded by Myles Garvey. All approved

Director's Report

Donna stated that summer camp was a huge success. She forwarded copies of testimonials to the Commissioners. Donna plans to increase the number of trips next year.

Soccer registration has increased

Gym floor will begin on 8/28 or 8/29. The partitions have been painted.

Movie night – Spencer Savings Bank has offered to sponsor the movie night which is scheduled for September 20, 2013.

Liaison Report

Councilman Conboy thanked the Recreation Department for all their hard work on National Night Out.

Councilman Conboy proceeded to inform the Commissioners of the problems that are being encountered at Cherry Hill Park. A lengthy discussion ensued.

Commissioners Reports

Bob Calabro – Hockey is gearing up for the next season.

Myles Garvey - stated he would like some responses to the Audit Report that was received. Donna stated:

Item 1 – Cash and/or checks being collected in person – The new policy for the Recreation Department is to deposit cash every day regardless of the amount of money.

Item 2 – Costco Card – Donna will take the purchase order each time she goes to Costco.

Item 3 – Petty Cash – Donna informed the Commission that this is a rare occurrence and if needed in the future, the UZ-5 form will be provided to the business so that sales tax is not being charged.

Item 4 – Improvements over the Threshold – Donna will supply the auditors with copies of all improvement quotes that were received. Multiple quotes are obtained for all improvements.

Item 5 –Cash Disbursement Cycle – Donna will check with Francine regarding this as there has not been a time where the vouchers were not signed.

Myles requested that the Auditing Firm of Lerch, Vinci & Higgins, LLP send an updated report with the corrections that have taken place.

Wally Nowosielecki – Progress

Brenda Huffman – Brenda stated that she was on vacation when the soccer coaches meetings were held.

Bob Burke – Bob stated that a meeting will be scheduled in September with the basketball coaches to set up registration dates and go over the program.

Bob also suggested that the Recreation Department look into re-opening the Boulevard on Sundays in September for bicycle riding, etc. that had been done in years past. Donna will contact the police chief regarding this.

New Business

Donna Puglisi informed the Commission that Commissioner Shamah has resigned from the Commission. Bob Burke recommended that a thank you letter be sent on behalf of the Commissioners. Donna will speak to Rich DeLorenzo when he returns from vacation.

A motion was made by Wally Nowosielecki to close the work portion of the meeting. Motion seconded by Bob Calabro. All approved.

A motion was made by Wally Nowosielecki to close the Recreation Commission meeting at 10:04 pm. Motion seconded by Brenda Huffman. All approved.