

**BETHEL PARK
PARKS & RECREATION BOARD
REGULAR MEETING MINUTES
Wednesday, November 2, 2022**

Minutes

1. **Call to order:** Time: 7:04 pm

2. **Roll Call:** Bill Bonaccorsi, Vince Galloni, James Gastgeb (Chairperson), Kelly Kuhn, Bob McCall, Jim Miller (Vice Chairperson), Christina Murtaugh, Joseph Nagel, Joelle Salerno (Secretary), Russ Spicuzza, Daryl Walezak

Present: Bill Bonaccorsi, Vince Galloni, James Gastgeb (Chairperson), Kelly Kuhn (Late), Bob McCall, Christina Murtaugh, Joelle Salerno (Secretary), Daryl Walezak,

Absent: Jim Miller (Vice Chairperson), Joseph Nagel, Russ Spicuzza

Staff Present: Chuck Stover, James Knight

Liaison Present: Joe Janosik

3. Communications:

- A. October 5, 2022, Board Meeting minutes
- B. Department Program Expense Reports dated October 27, 2022
- C. Recreation Department Revenue / Disbursements Reports for September 2022
- D. Personnel Payroll Report Sheets: September 30 & October 24, 2022
- D. Key Dates

4. Motion to approve minutes of regular meeting of October 5, 2022.

Motion: Ms. Salerno Second: Mr. Bonaccorsi

Discussion, Additions, Corrections: **None.**

Vote: **7-0**

5. Resident comments and questions: **None.**

6. Director's Report:

Farmers' Market	<ul style="list-style-type: none"> ➤ The Farmers' Market was very successful, a great season. The Farmers' Market finished in the top three for "2022 Best of Best Community Choice Awards" in Observer- Reporter's "Farmers' Market" category. Additionally, The Farmers' Market finished in the top three for "2022 Best of Best Community Choice Awards" in TribLive "Local Events" category. ➤ Surveys were sent to the vendors and customers alike. 46 customers replied to the survey, almost all feedback was positive. ➤ There were a few suggestions: ➤ Add more Farmers and produce to the market. ➤ Around 60% were interested in the addition of EBT (food stamps). Lindsey is going to re-search this idea. ➤ People are looking for information regarding recreation programs. Informational flyers will be available next year at the market. ➤ Rotation of food trucks. Lindsey is going to have one or two rotating every week, along with our set food truck vendors. ➤ Vendor feedback was positive. ➤ Some suggestions are: ➤ Concerns about the loud generators from the food trucks. ➤ Safety concerns about the customers when standing in line at the food trucks. We will move barricades next year ➤ Other Improvement ideas Fresh Flowers, Healthier Food Truck options, more gluten free options. Limit the number of alcohol vendors. Market Raffle Basket, and add things for kids to do, i.e., crafts. Maybe demonstrations of Yoga, Zumba, and maybe Qigong. Looking forward to another successful season next year. <p>Mr. Bonaccorsi asked if there was any discussion about adjusting times of No Cook Tuesdays, Mr. Gastgeb also wanted it to be moved back to a later time to accommodate people's working hours.</p> <p>Mr. Stover said it had not yet been considered but is looking into it with the county.</p>
Speakers Series	<ul style="list-style-type: none"> ➤ Dr. Tim Campbell was our first speaker. The topic was "The Patient with Dementia" there are 209 views. The segment was taped in advance and aired on September 28. Abby McCormick was our second speaker. The second topic was "Nutrition tips by NoBE Fit" there are 600 views. The segment was taped in advance and aired on October 26. Next month, "Movement for all ages" is scheduled for November 9 at 7:00pm and it is presented by James Knight and a client.
No Cook Tuesday	<ul style="list-style-type: none"> ➤ No Cook Tuesday is ongoing ➤ November vendors are as follows ➤ November 1 – Istanbul Grille- Cilantro & Ajo- Hibachi Lou ➤ November 8- R & G Smokeschack- Franktuary - Emporio Meatball ➤ November 15- Yovi's- Istanbul Grille- 2.5 Greeks ➤ Jodikinos Farm will be joining No Cook Tuesdays ➤ The Last No Cook Tuesday is November 15
Playground Equipment Update	<ul style="list-style-type: none"> ➤ The Pine Tree Park playground equipment is being installed. ➤ Installation should be completed by November 11

Rev' Em for Kids	<p>➤ Rev' Em for Kids made \$13420.00. Mr. Gastgeb remarked how much the board's assistance and was appreciated at Rev'Em Up for kids.</p> <p>Mr. Galloni and Mr. Janosik remarked on how people liked the new venue and layout.</p> <p>Mr. Gastgeb and Mr. Stover remarked it would not fit the event at full capacity with spectators due to lack of parking. Mr. Gastgeb clarified it was 2/3 the usual amount and nearly \$800.00 was earned through spectators.</p> <p>Mr. Bonaccorsi suggested renting a bus shuttle, Mr. Gastgeb indicated it could decrease the amount earned.</p>
Rec Programs	<p>➤ Basketball teams have been split and facilities are being booked. Kelly is giving more of a format for some of the kids to be able to increase skill levels and cohesion among Bethel Park basketball leagues.</p>
Community Center November Update	<p>➤ Emily has been working with David Mongillo, who is part of our solicitor law firm, on creating a standard facility waiver and improving the registration waiver, have all items in order for the Tree Lighting event at the end of the month, and working on improving the rental process. Standard room layout options will be added.</p> <p>Mr. Janosik and Mr. Gastgeb asked to verify if the Tree Lighting Ceremony is November 30th, a week later than usual.</p> <p>Mr. Stover verified the tree lighting ceremony has been moved to November 30th.</p> <p>Mr. Stover announced that anything the Recreation Board needs to vote on for the event is needed by the Friday before, because it has to be posted on the site by Tuesday afternoon or it cannot be voted on.</p> <p>Ms. Salerno asked to confirm if it needed a 24-hour notice.</p> <p>Mr. Stover confirmed that was the case.</p>

7. Officer's Report: None.

8. Standing Committee Reports:

Building/Grounds & Land Acquisition: None.

Program: Mr. Galloni announced how Mr. Knight, Mr. Cable, and himself were discussing utilizing BP TV to advertise classes.

Mr. Knight and Mr. Cable suggested showing the still images used at the center with class information. Mr. Cable also suggested doing an intro for classes with clips of a session.

Mr. Galloni explained how Mr. Cable filmed an intro to his Qigong course as well as taping his class to edit into a minute long ad. Mr. Galloni suggested that the timing of the ads showing should be before class sessions start and that this opportunity should also be given to other instructors.

Mr. Knight clarified that they had also spoken to Mr. Dowdell, and they could add a five second snippet of Mr. Galloni's ad to the bethelpark.net page where there are photos of the area. It will be a tool to highlight other programs in the center.

Ms. Salerno suggested adding the ads to the Bethel Park Facebook page or Instagram.

Mr. Knight confirmed the goal is to place a brief snippet of these ads on the BP TV channel. They also planned to use social media with updated dates for the new sessions.

Publicity/Speaker Series:

None.

Banner:

Mr. Gastgeb noted 2 to 5 banners down at Park Avenue due to heavy wind and inquired as to banners at Millennium and Simmons Park.

Mr. Janosik noted that there were some banners also down at Millennium Park and intended to go and repair them himself.

Mr. Gastgeb clarified these banners down look poorly.

Mr. Stover announced all the banners are to be removed this week when the weather is dry enough to do so.

9. Revenue and Disbursements Report:

A. Motion to approve revenues and disbursements report for September 2022

Motion: Mr. Galloni Second: Mr. McCall

Discussion, Additions, Corrections: None.

Vote: **8-0**

10. New Business:

Mr. Stover explained the new opportunity for Bethel Park to utilize the Aspen Institute's Project Play as well as the Positive Coaching Alliance. Mr. Stover clarified that Project Play emphasizes setting kids onto a lifelong path of fitness through first training coaches in first aid, physical literacy, and how to give life lessons in sports.

Mr. Stover also clarified how Positive Coaching Alliance focused on building better coaches to create better youth fitness and ultimately use sports to build character.

A. Motion to recommend collaborating with Positive Coaching Alliance for Coach Training

Motion: Ms. Murtaugh Second: Mr. Galloni

Discussion, Additions, Corrections:

Mr. Gastgeb asked what voting positively would signify regarding Positive Coaching Alliance, indicating the whole board agreed with collaborating with them.

Mr. Stover clarified that the positive vote would allow him to present it to council for the two year program and pull other youth sports groups in to see their thoughts. He clarified the price of \$9,000 for two years of the program when Ms. Murtaugh asked about costs.

Mr. Janosik and Ms. Murtaugh wanted to see if participation in the programs would be mandatory for coaches.

Mr. Gastgeb suggested strongly it would be an investment and a possible subcommittee made up of Recreation board members led by Ms. Kuhn to assist the council after they accept the program. Ms. Salerno noted it could increase accountability.

Mr. Stover said it could be a zoom session or an in-person session depending on what's most convenient for coaches.

11. Unfinished Business:

Mr. Stover and Mr. Christian re-introduced the Challenge Grant and had the information about it sent to sports groups in September which will be resent this month

Applications will be reviewed by Recreation staff February 11th and sent out to the Recreation Board for approval by February 17th. The Recreation Board will vote upon it March 1st and the Council will receive it on March 27th.

Mr. Stover clarified all projects must be completed by the end of 2023 and confirmed information would be sent via email to all the sports groups. Mr. Stover intends to have a Zoom meeting with sports groups to clarify their expectations for improvements, announcing how local Bethel Park baseball groups planned to create a portable mound.

Ms. Kuhn and Mr. Janosik suggested a fence or possibly new dugouts at Miners Park. Mr. Gastgeb suggested new bleachers at Park Avenue.

Mr. Stover and Mr. Gastgeb clarified new dugouts are not allowed by the state. Mr. Gastgeb further clarified improvements to both the community and sports organizations would be prioritized.

Ms. Salerno asked where funds would come from for field alone upgrades. Mr. Stover and Ms. Gastgeb clarified the funds would be pulled from Field Improvement funds.

12. Consideration of bills and payroll that have already been paid / payments pending:

- A. Motion to approve Program Expense Reports dated October 27, 2022.

Motion: Ms. Salerno Second: Mr. Galloni

Discussion, Additions, Corrections: **None.**

Vote: **8-0**

- B. Motion to approve personnel costs September 30 & October 14, 2022

Motion: Ms. Salerno Second: Mr. Walezak

Discussion, Additions, Corrections: **None.**

Vote: **8-0**

13. Other comments or concerns of Board members or staff:

Mr. Janosik planned The Day of Healing, an event to comfort those impacted by loss. It will give them an opportunity to speak, write letters, use craft tables, and enjoy classes such as Qigong. Mr. Janosik informed politicians, churches, and grief organizations about the event. Mr. Janosik thanked Emily, Cathy, Lindsey, James, and Michele for their help and support and hopes to have this event yearly. Mr. Gastgeb inquired if the Recreation Board could offer help also. Mr. Galloni mentioned having seen it on Facebook.

14. Motion to adjourn:

Motion: Mr. Bonaccorsi Second: Mr. Galloni

Vote: **8-0**

Adjourned: 8:15pm

**BETHEL PARK
PARKS & RECREATION BOARD**

November 2, 2022, Workshop Minutes

AGENDA ITEMS:

Items of interest to Board Members

1. Issues with Lighting at Park Avenue – Mr. Gastgeb observed burnt out lights at Park Avenue including the scoreboard on November 1st. Mr. Gastgeb inquired about an improvement checklist being created or if one already existed. Mr. Stover to speak to the Head of Public Works as to the checklist.
2. Purchasing a Pre-Used Stage for Local Events- Mr. Gastgeb and Mr. Stover clarified how much was spent towards stages for Community Day and Rev'Em Up for Kids. Mr. Gastgeb clarified nearly \$4000.00 was spent towards stages and purchasing a pre-used stage would only be beneficial and eventually pay for itself. Mr. Gastgeb and Mr. Stover referenced the stage utilized at the No Bad Juju concert being ideal. Mr. Gastgeb recommended holding similar concerts the first Saturday each month from May to September.

Mr. Bonaccorsi asked to clarify as to where the rented stages previously used were from and if the stage could come in multiple pieces that would allow it to be resized.

Mr. Gastgeb clarified one was from the Showmobile company in Allegheny and another was from the city of Pittsburgh. Mr. Gastgeb stated the stage would be one size only. Mr. Stover cited the stage model at the No Bad Juju concert being a good size, the Stage line SL-50 model.

Ms. Salerno asked if the stage was covered and if it came with lighting and sound accessories. Mr. Gastgeb clarified it indeed was covered and accessories may be purchased separately. Mr. Gastgeb suggested charging the bands for use of the stage to as well as scheduling food vendors.

Mr. McCall intends to ask his neighbor for information on the stages they utilize.

3. Turkey Trot Checklist –a garbage box for cups, a backdrop for pictures, mile markers, fake checks for winners, provide information for sale of shirts and coffee , a DJ booth, announce cash prizes, and schedule banner for prizes.

Mr. Stover announced that mile markers are still needed.

Ms. Murtaugh inquired as to if garbage boxes were still needed, and Mr. Stover was unsure. Mr. Stover and Mr. Knight will verify if they are in the storage trailer. Mr. Knight has ordered the fake checks for winners.

Ms. Murtaugh inquired as to status of coffee sales and Ms. Salerno was asked to email Mr. Stover about the coffee. Ms. Salerno suggested rather than a coffee truck as per Lindsey's idea, that perhaps a catering company could be used or coffee jugs.

Ms. Murtaugh suggested reaching out to Bruegger's Bagels or Dunkin Donuts for coffee donations.

Mr. Bonaccorsi inquired as to if the Recreation tent would be present at the Turkey Trot, Mr. Stover confirmed it would be. Mr. Stover announced Lake Brothers would be used for shirts, bags, and bottles for the Turkey Trot and the items should arrive on November 18th.

Mr. Gastgeb and Ms. Salerno asked if attendees were told about prices and payment methods for the above items. Mr. Stover will inform Wolf Creek. Mr. Stover announced 25 more of small and medium shirts were ordered, due to being short in 2021. Ms. Salerno, Mr. Galloni, and Ms. Kuhn also suggested using Venmo, Zelle, or QR codes for payments. Mr. Stover assured it would be researched for 2023. Mr. Stover mentioned there was 125 pre-signups with a maximum of 300 participants.

Mr. Galloni asked if there will be staggered start times for those that are walking or running. Mr. Stover confirmed runners would begin at 7:30 AM and walkers would begin at 7:35 AM. Mr. Stover will send out a sign-up form for volunteers, have a morning announcement at Bethel Park Schools, and noted already having three students volunteer with the Honor society.