

**Recreation Advisory Committee
January 17, 2024
Reorganization and Regular Meeting**

THE MINUTES HAVE NOT BEEN FORMALLY APPROVED AND ARE SUBJECT TO CHANGE OR MODIFICATION AT THE NEXT REGULARLY SCHEDULED MEETING.

FLAG SALUTE: Led by Committeewoman Eileen Klose at 7:03 pm.

ROLL CALL: **Present In-Person:** Linda Dooley, Eileen Klose, and Anna Pascarella **Present via Remote-Access:** Ash Ingles **Also Present:** Toni Vickery, Krista Albert, and Recreation Secretary Diana Juarez

OATH OF OFFICE

SWEARING IN OF RECREATION ADVISORY COMMITTEE MEMBER

Linda Dooley – 1-year term (expires 12/31/2024)
Eileen Klose – 1-year term (expires 12/31/2024)
Anna Pascarella – 1-year term (expires 12/31/2024)

Linda Dooley, Eileen Klose, and Anna Pascarella all read and signed their Oath of Office.

APPOINTMENT OF CHAIRPERSON

Committeewoman E. Klose nominated A. Pascarella to serve as Chairperson for a one-year term. L. Dooley seconded the nomination. No other nominations were made and there was no discussion. All members in favor. A. Pascarella accepted the nomination.

APPOINTMENT OF VICE CHAIRPERSON

A. Pascarella nominated L. Dooley to serve as Vice Chairperson for a one-year term. Committeewoman E. Klose seconded the nomination. No other nominations were made and there was no discussion. All members in favor. L. Dooley accepted the nomination.

***TIME, DAY & PLACE OF MEETINGS** – Committeewoman E. Klose stated the Hampton Township Recreation Advisory Committee will hold the following Recreation Advisory Committee Meetings in person, as well as with remote access when available. Meetings may also be conducted remotely only in the discretion of the Administrator or Chairperson; and notice of a remote-only meeting shall be posted on the Hampton Township website in advance thereof. Prevailing time 7:00 P.M. Recreation Advisory Committee Meetings will be held on the Third Wednesday of every month except August & December when there will be no meetings. To

attend the meetings, use the following link: <https://us02web.zoom.us/j/4402561511> or dial in by phone to 929 205 6099 (Meeting ID: 440 256 1511).

January 17, 2024 Reorganization

February 21, 2024

March 20, 2024

April 17, 2024

May 15, 2024

June 19, 2024

July 17, 2024

September 18, 2024

October 16, 2024

November 20, 2024

**Recreation Advisory Committee
Regular Meeting
January 17, 2024**

MINUTES: A MOTION was made by Committeewoman E. Klose and seconded by L. Dooley, with all members in favor, to approve the Recreation Advisory Committee Minutes for November 15, 2023.

PRIORTY DISCUSSION.

1. 2024 Budget Discussion

The Recreation Advisory Committee members briefly discussed the under expended funds for calendar year 2023. There was a remaining \$7,484.63 that was left remaining in the Recreation Advisory Committee's Budget for 2023. The Recreation Advisory Committee members were able to successfully stay under budget from the \$2,250.00 received in donations and sponsorships throughout the 2023 calendar year. All remaining funds were moved over into their capital improvement account. These funds can be used for any recreational purpose as long as the use has a period of usefulness and approval from the Township Committee.

The Recreation Advisory Committee briefly discussed ways to help improve the Annual trunk-or-Treat. Last year, there was a lack of trunk participation and a big turnout in attendance. It was suggested to send out flyers and accept donations of candy from residents. The candy will then be dispersed at the Trunk-or-Treat to registered trunks. This will help ease the financial burden of anyone who does a trunk and potentially increase the number of trunks at the event. The Recreation Advisory Committee members discussed reaching out to all businesses within the township to encourage business to participate in the event by having a trunk.

The Recreation Advisory Committee made the following updates to their 2024 Budget. Once Secretary D. Juarez makes the updates, it will be presented again at the February 21, 2024 meeting for approval.

The total Sport Annual Funding Budget for 2024 was set at \$5,400.00.

The total Easter Egg Hunt Budget for 2024 was set at \$950.00.

The total Community Center Class Budget for 2024 was set at \$700.00.

The total Hampton Day Budget for 2024 was set at \$14,300.00.

The total Prince & Princess Budget and Miss. Hampton Budget for 2024 was set at \$860.00

The total Fall Festival Budget for 2024 was set at \$4,500.00.

The total Other for 2024 was set at \$600.00.

The total Trunk-or-Treat Budget for 2024 was set at \$1,200.00.

The total Holiday Tree Lighting Budget for 2024 was set at \$1,000.00.

Recreation Advisory Committee members agreed to add in a Movie Night event for 2024. The total Movie Night Budget for 2024 was set at \$450.00

Recreation Advisory Committee members asked K. Albert how Project Graduation did at their Gift-Wrapping Fundraiser held on various days in December 2023 at the community center. K. Albert said it was not as successful as anticipated. Recreation Advisory Committee members suggested having the junior class start operating out of the kitchen pavilion during events to raise monies for their Project Graduation. The pavilion can be operated at both Hampton Day and the Fall Festival.

2. Wednesday, February 21, 2024, at 7:00pm – mandatory sports organization meeting.

Secretary D. Juarez stated by Friday, she will send out an email to all sports teams pertaining to the scheduled mandatory Sports Meeting on Wednesday, February 21, 2024. Secretary D. Juarez stated Mike from KLL will be excused to attend the meeting. He is attending the Township Committee meeting on Tuesday, January 30th to discuss the upcoming 2024 baseball season.

The Recreation Advisory Committee briefly discussed the lack of participation from sports teams in 2024. The only sports team that received their funding was softball.

CORRESPONDENCE

No Correspondence.

OPEN DISCUSSION

Chairwoman A. Pascarella stated speaking with Secretary D. Juarez on the lack of participation from members on the Recreation Advisory Committee and potentially encouraging members to attend eight (8) out of the ten (10) meetings and help in four (4) out of the five (5) events. Secretary D. Juarez stated Chairwoman A. Pascarella has been the sole person running and managing all of the events and does an amazing job; however, event tasks need to be delegated more. Secretary D. Juarez suggested a sign-up sheet be created for the next meeting on tasks and/or jobs that need to be completed for each event. Recreation Advisory Committee members can sign up for things to assist in the events and lessen the responsibility that falls on Chairwoman A. Pascarella. This will clearly layout what everyone's role is for those particular events.

Recreation Advisory Committee members agreed we need more volunteers to assist in events. L. Dooley suggested creating a call list of township residents that may be interested in helping with events. Committeewoman E. Klose stated her and Mayor T. Dooley met with the Hampton Seniors and they showed an interest in assisting in township events. Other ideas for obtaining help came from K. Alert who suggested reaching out to the schools because kids need volunteer hours and T. Vickery who suggested being more active on Facebook and creating a bulletin board in the community center for events and ways to sign up or participate.

PUBLIC SESSION

No Public Session. Public Session Closed.

ADJOURNMENT

A MOTION was made by Committeewoman E. Klose and seconded by Chairwoman A. Pascarella, with all members in favor, to adjourn the meeting at 7:50 pm.

Respectfully submitted by,

Diana Juarez
Recreation Advisory Committee Secretary