

**Wrightsville Recreation Commission**  
**August 27, 2009**  
**Meeting Minutes**

Meeting called to order at 6:28pm by Vice Chairman Englehart.

In attendance were:

Lori Cunningham  
Crystal Bolton  
Janella Englehart  
Daniele Neff  
Chet Eckman  
Dave Livelsberger  
Ed Sipes, Borough Council

Jim Copulos (E) was not present.

Motion to approve the July minutes was made by D. Neff and seconded by L. Cunningham. Motion to approve the check register was made by C. Eckman and seconded by D. Neff.

**Public Comment**

None

**Treasurer's Report**

Keith Brenner, Brenner Accounting, spoke to the WRC regarding check issuance and suggestions for making the WRC run smoother. Keith prefaced his remarks by saying the WRC is functioning the best it ever has.

First Keith explained to the members how disruptive it is when receipts are handed in at different times throughout the month and payment is expected immediately. He also indicated that bills are being paid without invoices. A suggestion was made that all bills be approved at meetings and then passed on to the borough office for payment. This will make the bill paying more efficient. Additionally, if at all possible, purchase orders should be filled out for purchases so that the members have something to approve.

Keith explained that the auditors are skeptical when checks are issued to private individuals for reimbursement of items purchased for the WRC.

He stated that the borough and the WRC need to work together since the borough is responsible for all monies in the WRC account, even though the money is still the WRC's. The idea of setting up house accounts at different businesses was discussed. Since the borough is tax-exempt, the WRC would benefit from that tax-exempt status. Keith also stated that with most of the individual purchases tax was paid on the item(s). Had those items been purchased on account, we could have saved money by not paying sales tax.

Any bills that are accumulated during the month should be placed in E. Sipes mailbox at the borough office and should be in the name of WRC. E. Sipes will present any and all bills for payment at the WRC meetings.

Keith reiterated that deposits don't show up until he receives the deposit slips from the bank.

WRC budget due to borough council by October 5 meeting so it is received in time for the borough budget workshop at the end of October.

J. Englehart will email Missi, borough secretary, regarding having the WRC added to the borough Sam's Club membership.

### **Concession Stand Update**

Stand will be opened for three weekends yet. September 13 (1PM), September 27 (2PM) and October 4, 2009 (1PM) for Columbia softball double headers. D. Livelsberger will open the stand on the 13<sup>th</sup> and get the key from J. Englehart prior to that date.

The idea of using individuals needing community service hours was brought up. It was decided that those individuals could work in the stand provided they are under direct supervision and someone signs off on their hours worked.

Items to be sold in the concession stand for these remaining dates are: hamburgers, hot dogs, chips, soft pretzels and nachos/cheese. Prices will also be raised as follows:

H2O/soda - \$1	Pretzels - \$1
Hot dogs - \$1.50	Cheese on side - \$.25
Burgers - \$2.25	Nachos/Cheese - \$1.50

L. Cunningham to research prices for a Foreman grill for the concession stand.

### **Baseball/Softball Update**

There are still uniforms that need to be turned in and trophies to be distributed. Coach Smeltzer has the trophies for the t-ball team. D. Livelsberger hopes to have all uniforms by next meeting.

The Columbia fall ball team is using the fields for practice. However, the fields are looking poor due to out of control weeds. E. Sipes will call B. McKee or M. Wirls to get weeds taken care of. Additionally, D. Livelsberger has given the coach of the Columbia team a key for the utility shed.

The dugout needs to be repaired. A claim has been filed with the insurance company. D. Livelsberger believes a mower or tractor hit the dugout. D. Livelsberger stated he can make the dugout safe enough for use this fall but it will only be a temporary repair.

### **Basketball Update**

D. Neff dropped off the basketball fliers at the Administration building and signed the initial contract for gym time at WES. Fliers are to be placed at: Northwest Bank, Turkey Hill, M&T Bank, Sunoco, Sue's Market, Impressions, Angies and the Post Office.

D. Neff stated that we might do t-shirts this year for basketball instead of jerseys because she can't get a good price for the jerseys.

D. Neff stated she will have a basketball budget available at the September meeting.

### **Sign Update**

K. Brenner mentioned that at one time he had a sign for on the baseball field. C. Eckman to check into getting Keith a new sign.

Signs will come down after softball is finished with the fields.

C. Eckman will work on getting a sign for the WRC. He just needs to know the dimensions of the table and how the sign (banner) is to be attached to the table. D. Neff mentioned the table in question was in the garage and suggested attaching the banner with a Velcro strip. Banner will cost approximately \$95-\$105.

C. Eckman will be doing invoices and self-addressed envelopes for years sign renewals. This way the payment will come directly to the borough office.

E. Sipes to check with Jake Graham regarding the old Electroplaters sign and K. Brenner's sign.

### **Fundraiser Update**

A Sue's sub sale will be conducted in conjunction with the basketball signups. Sub sale will commence on Monday, September 14 and conclude on Wednesday, October 7, 2009. Sub pickup will be on Thursday, October 15, 2009 at the Trinity Lutheran Church from 4:30-5:30. E. Sipes to contact Trinity Lutheran regarding use of community center for sub pickup.

WRC planning to do a quarter auction on January 16, 2010. Doors to open at 12PM and auction to begin at 2PM. L. Cunningham to take the lead on this fundraiser.

C. Bolton to send application to Sheetz regarding selling \$4 coupons to supplement the sub sale. Coupon sale slated to begin Tuesday, September 29, 2009 and conclude at the end of October.

WRC will have a table at the Bridge Bust on Saturday, October 3, 2009, from 8AM-4PM. Items to be sold include burgers, hot dogs, soft pretzels, soda & water. Sheetz coupons will also be available for sale at the Bridge Bust.

### **Other Business**

Motion to adjourn was made by D. Neff and seconded by C. Bolton. Meeting was adjourned at 9:11PM.

Respectfully Submitted,

Crystal Bolton, Secretary  
Wrightsville Borough Recreation