



Borough of Stanhope  
*Recreation Commission*

77 Main Street, Stanhope, NJ 07874 ■ 973-347-0159, ext. 39  
*Bringing Family and Community Together*

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STANHOPE RECREATION COMMISSION  
MINUTES  
December 6, 2017

**CALL TO ORDER:**

The regular meeting of the Recreation Commission was called to order at 6:34 p.m. followed by the Pledge of Allegiance.

**ADEQUATE NOTICE:**

Adequate notice for this meeting has been provided according to the Open Public Meetings Act, Assembly Bill 1030. Adequate notice of this meeting was sent to the New Jersey Herald and the Daily Record on December 22, 2016 and was placed on the bulletin board in the municipal building.

**ROLL CALL:**

Christine Aemisegeo - present  
Avery Badolato - present  
Marybeth DiBernard - present  
Cindi Klein - present  
Doreen Thistleton - absent

**APPROVAL OF MINUTES:**

Minutes from the meeting held on September 6, 2017 were approved.

1<sup>st</sup> Approval - Christine Aemisegeo  
2<sup>nd</sup> Approved - Marybeth DiBernard

**CITIZENS TO BE HEARD:**

Lisa DiDomenico

**CORRESPONDENCE:**

Avery's reimbursement  
Appointment of Cindi to the recreation commission  
Purchase orders

## OLD BUSINESS:

Recruiting - It is going well. Cindi Klein has been approved and Lisa DiDomenico's application is pending

Adequate Notice - Aver will submit the dates to the appropriate news outlets. There is a line item in the 2018 budget for this expense

2018 Calendar - This has been completed.

2018 Budget - No news if this has been approved or not.

Holiday Celebration / Tree Lighting - We had a good turnout. Aland brought the lights. The event began at 5:30. Santa showed up during the singing so we need to nail down the timing a little better next year. The speaker system wasn't necessary, but we should invest in a megaphone. We also need to purchase a new thermos for the hot chocolate next year. Also note for next year that we only need one canister of hot chocolate - we had too much this year. We had leftover goody bags. Moving Santa to the party after the tree lighting was well received. However next year we need to plan for a backdrop to place behind him. With the plan to move next year's event to Saturday, we'll no longer be competing with the Netcong holiday parade and tree lighting. Reverend Matlack took care of obtaining the chair that Santa used. He borrowed it from the Whistling Swan Inn. The DJ, Taylor, did a great job and everyone seemed to enjoy the music. For the future, Rob from DPW is responsible for the lights on the tree.

Holiday Decorating Contest - Taking place the week of December 10. Christin has the yard signs for the winners. Avery will reach out to Brian about the Nixle alert. Christine will order gift cards from TD Bank for the winners. The town will be divided up based on the leaf collection schedule. Avery and her husband will take Route #1. Christine and Marybeth will take Route #3. Cindi will take care of judging the houses on Route #2. The commission members will try to reconvene on either December 14 or December 15 to make the final decision about the houses.

## NEW BUSINESS:

New Member - Cindi Klein was sworn in as the newest member of the Recreation Commission.

Standard Operating Procedure (SOP) Manual - Based on the last few months, it's become obvious that we need to put a SOP manual in place. We'll begin working on it in January. Avery will bring her laptop to the meeting.

Easter Event - Avery needs to order the Easter eggs. She is going to reach out to Dana and ask how many were ordered last year. It's worth considering ordering more for 2018 as there weren't enough in 2017. The eggs will be ordered from sunnybunneastereggs.com as we've done in prior years. We also need to make sure that we order more goody bags as we ran out this year and were using bags from the prior year. Regarding the Easter Bunny - we'll need to figure out the costume as the one we've been using might belong to Maria and Patty. Also, have to ask the Rescue Squad about escorting the bunny again this year. And we're going to have to reach out to

Roz at the Whistling Swan to see if we can borrow the chair from her again as we'll be doing "bring your own camera" pictures with the bunny again.

**BILLS:**

None

**ADJOURNMENT:**

With no further business, a motion to adjourn was made at 7:32 p.m. by Christine Aemisegeo and 2<sup>nd</sup> by Marybeth DiBernard. Our next meeting will be held on January 3, 2018.