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STANHOPE  
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Borough of Stanhope  
*Recreation Commission*

77 Main Street, Stanhope, NJ 07874 ■ 973-347-0159, ext. 39

*Bringing Family and Community Together*

STANHOPE RECREATION COMMISSION  
MINUTES  
October 5, 2016

**CALL TO ORDER:**

The regular meeting of the Recreation Commission was called to order at 6:33pm 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 May 11, 2016 (change of meeting time) and was placed on the bulletin board in the municipal building.

**ROLL CALL:**

Present: Christine Aemisegeo

Patty Zdichocki

Stacy Bernabei

Maria Grizzetti

Marybeth DiBernard

Present: Doreen Thistleton- *special advisor to Board*

**APPROVAL OF MINUTES:**

Minutes from the meeting held on September 7, 2016 were approved- with corrections (listing of ages under Halloween Spooktakular).

1<sup>st</sup> Approval - Marybeth DiBernard

2<sup>nd</sup> Approval - Christine Aemisegeo

**CITIZENS TO BE HEARD:**

None

**CORRESPONDENCE:**

Oriental Trading

Check for Sands casino given to Patty

## OLD BUSINESS:

### Jackets

- Patty sent email prior to meeting with 3 choices for fleece jackets. After review and discussion, choice #2 was selected as style. They are navy blue fleece with white embroidered lettering. Jackets will take approximately 2 weeks for arrival.

### Nametag:

Marybeth Dibernard - it came in and she was given nametag

### Halloween Spooktakular

- Make sure roads are blocked into town - confirmed with Brian
- Candy donated by Fire Department was picked up by Stacy before meeting to use to fill goodie bags after tonight's meeting
- Marybeth will bring any leftover candy from work event the day before

#### **Food**

- Cookies (Maria to purchase)
- Hot chocolate and apple cider (Maria to purchase)

#### **Prizes**

- Christine and MaryBeth to purchase
- Age Groups: Newborn - 2 years  
3 years - 4 years  
5 years - 6 years  
7 years - 8 years  
9 years - 10 years
- 2 prizes per age group (male or female)

#### **Goodie Bags**

- Stacy picked up candy donated by FD
- Items from Oriental Trading were opened
- Goodie bags will be put together after the meeting

#### **Set Up**

- 7:00pm Friday night at FH
- Meet at 10:30am morning of at FH hall

### Bus Trip

- Patty will confirm parking with Legion
- Nixel request sent to Brian for distribution

## **NEW BUSINESS:**

### **Holiday Events**

#### **Pictures with Santa/Frosty**

- Stacy to create flyer
- Contact George Graham re playing Santa (Stacy)
- Contact FD to confirm brining Santa on Fire Truck and lights set up
- Perhaps think of ideas for person to light tree (i.e. Miss Stanhope)
- Tree should be ready by December 4<sup>th</sup>

#### **Reception at Church**

- Confirm with Rev use of Church (already done via in person)

##### **Dessert**

- Lakeview Heights will donate desserts
- Will need additional dessert donations

##### **Entertainment**

- Discussed last year's presenter and how we need something to keep children's attention and be more interactive
- Possible Dance Party with Santa?
- MaryBeth will inquire with friend who is a DJ and does these type of holiday events

#### **Other: Purchase Orders**

- Review of process for submitting expenses/requests
- A Purchase Order submission is necessary for prior approval
- Christine will meet with finance to review official procedure for clarification

#### **BILLS:**

none

#### **ADJOURNMENT:**

With no further business, a motion to adjourn was made at 7:27 pm by Maria and 2<sup>nd</sup> by Marybeth. Our next meeting will be held on November 2, 2016.