

# **Birdsboro Recreation Board**

## **Meeting Minutes**

07/23/2020

### **Opening**

The regular meeting of the Birdsboro Recreation Board was called to order at 7pm on 07/23/2020 at Birdsboro Borough Hall by Board President Bruce Godfrey. Seconded by Tom Brungard.

### **Present**

Bruce Godfrey, President, Matt Elgonitis, Vice President, Tom Brungard, Secretary, Bill Quinley and Nancy Kauffman. Tom Brungard and Bruce Godfrey appeared at the meeting through the Zoom app. Bill Quinley was welcomed to his first Recreation Board meeting. No members of the public were present at borough hall or by Zoom.

### **Approval of Agenda**

There was no agenda for this meeting. In a discussion with Bruce Godfrey, Tom Brungard and Nancy Kauffman, it was decided that future meetings will have an agenda. The agenda will be created by Bruce Godfrey and Tom Brungard with input from all members. Approximately two weeks prior to the August 27, 2020 meeting, Tom Brungard will start formatting the agenda and seeking input from all members regarding topics of discussion. Bruce Godfrey will determine the order of the topics and approve the topics. This will be the procedure for each meeting in the future. The agenda can be made available online at the borough website prior to the public meeting.

### **Approval of Minutes**

Nancy Kauffman made a motion to approve the minutes of the June 25, 2020 meeting. Bill Quinley seconded the motion. The board voted unanimously to approve the minutes.

### **Open Issues**

Bruce Godfrey brought up the subject of new members of the board and how the candidates should apply. Nancy Kauffman stated that candidates should fill out an application prior to the next council meeting for consideration. The question was brought up as to why several current members did not need to apply previously. Nancy Kauffman stated that since Bruce Godfrey, Matt Elgonitis and Tom Brungard has all presented letters and resumes for the council vacancy, they did not have to duplicate the efforts. Bill

Quinley also applied for one of the vacancies. Matt Elgonitis said that he has a candidate in mind for one of the open vacancies and that she will be applying for the position.

The status of the lighting project at the Texas Field was brought up as a continuation of discussions by board members and also at Borough Council's meeting of 07/20/2020. Tom Brungard brought up the subject of jurisdiction of the decision making and approval of contracts. He also pointed out that Council President Neil McCauley suggested a meeting between some members of Birdsboro Borough Council, The Recreation Board and the Birdsboro Municipal Authority to clarify responsibilities of each party.

Two of the borough ordinances were obtained by Tom Brungard and distributed by email to all members. Chapter 56 of the Birdsboro Municipal code involved the establishment of the Recreation Board. Chapter 249 of the municipal code contained the listing of the parks and recreation areas administered by the recreation board along with rules and regulations pertaining to public use the areas.

Board member Nancy Kauffman stated there was also a lease agreement between the borough council and the municipal authority regarding Rustic Picnic Area and Texas Field. It was decided to obtain and familiarize the board members with the content of all ordinances and agreements. Any suggestions towards clarification and suggestions for revisions of said materials would be discussed at a future Recreation Board meeting.

It was also suggested by Nancy Kauffman that the proposed meeting between the three entities be called off at this time. This was agreed on by board members without a vote.

The discussion about Texas Field lights was tabled until a decision was arrived between the BYA and the municipal board.

### **New Business**

Tom Brungard presented the bare bones idea for Second Saturday Mainbird Park events during the summer of 2021.

Among the ideas were a Taste of Birdsboro event with food trucks, local restaurants and clubs that serve food. Other proposed events include an arts and crafts show with the Berks Guild of Craftsmen and other artists. A community yard sale, flea market and similar events are under consideration.

Bruce Godfrey, Tom Brungard and Bill Quinley volunteered and selected by unanimous vote to start organizing the Second Saturday events.

Since the food truck event would require the most organization, steps were started to begin to organize the event. Nancy Kauffman will be getting prices on port-a-potties by the next meeting. Nancy also suggested that the Fire Police be involved in any traffic

control that day. It was suggested that a donation to the Birdsboro-Union Fire Department for \$500 should be considered. No action was taken on that proposal. Tom Brungard suggested volunteers be recruited for cleanup after the event. Local churches and civic organizations could be contacted along with the Reading Eagle for articles about the events.

Tom Brungard also was going to check into contacting a Mr. Johnson on Cocalico Road and Jefferson St who has about 15 Pizza Man food trucks. The plan is to contact Mr. Johnson and get ideas from a vendor's point of view. He should also be able to help us with the selection of a date that would not conflict with other major food truck events. He may also be able to suggest other vendors to discuss the event.

Nancy Kauffman was able to elaborate on other events planned in the past by previous recreation boards that she was a member. Pizza competitions that did not go off as planned by local restaurants was one of the ideas. Including the Boone Area Library for fundraising was also suggested. Nancy also suggested contacting the Birdsboro Business Association.

Birdsboro Hometown Christmas committee will be meeting next in September. Two Recreation Board members are asked to attend the meeting. Finalization of the activity will depend on the Covid-19 status.

### **Agenda for Next Meeting**

Matt Elgonitis will be having his daughter come to the next meeting to present information on the plans for the memorial created by the girl scouts at Rustic Picnic Area.

Tom Brungard and Bill Quinley will report on any research for the food truck event on Second Saturday in 2021. A preliminary schedule and proposal for other community events will be presented for discussion.

Nancy Kauffman will be presenting findings on the pricing of port-a-potties for events. She will also be distributing a copy of the Texas Field and Rustic Picnic Area lease agreement.

### **Adjournment**

Meeting was adjourned at 8pm by Board President Bruce Godfrey. Seconded by Tom Brungard. The next general meeting will be at 7pm on August 27, 2020, in Birdsboro Borough Hall and on the Zoom app room posted online for use by Council and the Municipal Board.

Minutes submitted by: Tom Brungard, Recreation Board Secretary

Approved by Recreation  
Board at the 8/27/20  
board meeting