

Wallington Recreation
January 8, 2019
Meeting-Minutes

- Call to Order/Pledge of Allegiance @ 7 p.m.
- Roll Call
 - Brynczka P
 - Calabrese P
 - Ferrara P
 - Graham P
 - Melfi P
 - Tanion A
 - Wesolowski P
 - Alternate #1: Kasteen P
 - Alternate #2: Mulvaney P
 - Recreation Director: Popek P
- Approval of the Minutes of the December meeting
 - all approved except for an abstention from Graham
- Treasurer's Report
 - temporary budget in the General Account stands at \$10,500
- Reorganization
 - Swearing-in by Mayor Tomko of Brynczka, Calabrese, Kasteen, Mulvaney
 - President

Nomination of Melfi by Calabrese

Seconded by Ferrara

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

- Vice-President

Nomination of Calabrese by Brynczka

Seconded by Kasteen

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

- Treasurer

Nomination of Brynczka by Kasteen

Seconded by Calabrese

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

- Secretary

Nomination of Graham by Calabrese

Seconded by Brynczka

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

- Open to the Public

Motion to open meeting to the public by Calabrese

Seconded by Kasteen

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

- Mr. Teddy Nozka
 - received the notice from the Recreation Board regarding background checks for all coaches involved in youth-sports programs in Wallington
 - wanted to know if the fees related to the background checks will be covered by the individual, sports league, or Rec. Board
 - Melfi expressed a willingness on the part of the Rec. Board to reimburse each sports league for the expenses related to the background checks; Melfi also directed Mr. Nozka to talk to Chief Imbruglia regarding any questions he may have about the background-check process
- Mr. Steve Syby
 - inquired about the timetable for completion of an individual background-check
 - Rec. Board Liaison Brunacki anticipates a rolling process for the background checks
- Mr. Khaldoun Androwis
 - claimed that Dennis Graham (Rec. Board member) “viciously attacked” his daughter, at the January 3 Borough Council reorganization meeting, “for political and personal reasons”
 - requested that the Rec. Board take action against Graham
 - Melfi asked Mr. Androwis to submit a letter of formal complaint to the Borough Attorney with regard to this matter

Motion to close meeting to the public by Calabrese
Seconded by Brynczka

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

- Correspondence
 - no correspondence
- Liaisons to Organizations
 - Little League
 - registration started today
 - Soccer
 - no report
 - Football
 - no report
 - Basketball
 - Brynczka and Brunacki assisted with the set-up of online registration
 - referee has adjusted his officiating according to skill level
 - Bowling
 - no report
- Recreation Program Directors
 - Buildings, Grounds, & Fields
 - Communications
 - Easter Program - will be administered by Graham, Wesolowski, Tanion
 - Halloween Program
 - Christmas Program
 - Summer Recreation – need to finalize the start date of the program
 - Recreation Director
- Old Business
 - Preliminary meeting-dates for 2019: January 8, February 5, March 5, April 2, May 7, June 4, July 2, August 6, September 3, October 1, November 12, December 3

- New Business
 - Kasteen recommended talking to the police chief about organizing a bike-safety course for the youth of Wallington
 - Graham suggested adding a general outline of duties/responsibilities of the Director of Summer Recreation to the meeting-minutes (see below*)
- Adjournment

Motion to adjourn by Kasteen at 7:33 p.m.
 Seconded by Wesolowski

Roll Call:

Brynczka Y Calabrese Y Ferrara Y Graham Y Melfi Y Wesolowski Y Kasteen Y

*Job Summary of Director of Summer Recreation:

“The Wallington Summer Recreation Director works to develop a summer day camp program consistent with the needs and interests of the community. This is a management position that requires extensive planning, organization and decision-making”

Education and Training:

- “Working knowledge of computers with word processing and spreadsheet knowledge required
- Responsible, personable, friendly, outgoing”

Job Description:

- “Recruit, interview, and hire summer recreation counselors
- Coordinate, attend, and participate in training for the position and the training of counselors
- Develop effective written programs plans, including games, crafts, field trips, and special events
- Assure that equipment and facilities are safely and properly prepared and maintained for use by program participants and staff; arrange for broken and unsafe equipment and facilities to be repaired
- Effectively supervise, coach, and mentor the counselors
- Recruit needed volunteers and contract service employees (special guests such as musicians, magicians, etc.
- Garner publicity for the recreation program/special events by distributing newsletters, as needed
- Work with the Borough of Wallington and the Recreation Board to determine fees to be charged
- Maintain accurate and detailed financial records; control revenue and expenditures; make recommendations for future budget appropriations; and supplement the budget through the use of fees and contributions
- Maintain accurate and detailed attendance records of participants as well as camp counselors
- Assist with the evaluation of the program
- Prepare reports on all aspects of the Summer Recreation Program, as required”