

**FRIENDS of COLLIER PARKS AND RECREATION**  
**Collier Community Center – February 16, 2016 – 7:00PM**  
**Regular Board Meeting**

I. Call to Order: Meeting called to order at 7:05p.m. by Mary Ann Cupples Wisniowski.

A. Pledge of Allegiance

B. Roll Call: Mary Ann Cupples Wisniowski, Tilden Bennett, Mike Fantoni, Pam Handlovitch, Peggy Mollica, Gail Neustadt, Barb Riedl, Kathy Rulong, Marilyn Townsend, Bill Wenger, Matt Zeleznik

Attending: Mary Ann Cupples Wisniowski, Tilden Bennett, Mike Fantoni, Pam Handlovitch, Barb Riedl, Marilyn Townsend, Matt Zeleznik, Gail Neustadt, Bill Wenger (via telephone)

Absent: Peggy Mollica, Kathy Rulong

II. Approval January Minutes: Minutes not approved until corrections are made. Gail and Pam offered to make the necessary revisions. January and February board meeting minutes will need to be approved at the March Board Meeting.

Related issue: At the January Commissioners Meeting a board member asked why the Friends Liaison to the Parks and Recreation Board did not attend the Parks and Recreation January Meeting. In addition, Friends minutes were not sent to Parks and Recreation.

Friends board reviewed previous meeting notes: A motion was passed at the November Board Meeting - the Friends Secretary will send a copy of the Board Meeting Minutes to Tim Echenrode, Chair of the Parks and Recreation board prior to their monthly meetings which are held the 4th Tuesday of each month.

Friends is obligated to follow procedures and we must ensure the minutes are submitted prior to the monthly Parks and Recreation meetings. Additionally, the Liaison to Parks and Recreation must attend their meetings or make arrangements for another Friends board member to attend in their place.

III. Public Comments: None

IV. Reports:

A. Treasurer's Report - Kathy Rulong:

Report was submitted to the Board.

B. Technology: Web Page, Facebook and Twitter - Mary Ann Cupples Wisniowski

Mary Ann is designing a Friends link to the Collier Township website and creating a Friends Facebook page.

Sal Sirabella, Township Manager, suggested adding a list of the donors to the Dog Park and Veterans Memorial on Friends webpage. The Board discussed the need to get donors approval prior to posting. A unanimous vote was cast that Friends will not post donors names at this time.

C. Grants - Gail Neustadt and Pam Handlovitch

Pam reported on the Proposal Writing Workshop she and Gail attended; highlighted items for Friends to address in future grant submissions.

Gail consulted with Sal and determined Friends would: 1) Resubmit a grant application to Duquesne Light for lighting improvements to the Veterans Memorial and Flag Day Monument 2) Submit a Letter of Intent to Colcom Foundation to help fund Hilltop Park/Meadow Path and Trail.

Elizabeth Quinn, member of the Parks and Recreation Board, volunteered to assist Friends in the writing of these and other grants on behalf of Friends.

A motion was made by Gail for the board to approve Elizabeth Quinn's assistance to prepare/submit proposals and grants to foundations on Friends behalf. Motion carried.

Matt is going to investigate whether it would be financially beneficial to submit Friends related Request for Proposals instead of via the Township.

D. Memorial Path Stone Project - Barb Riedl

There has been no progress on installation of the new, engraved pavers. There will be follow-up after a new Director of Public Works is hired.

V Old Business:

A. Correction of Friends Web Page on the Township Website:

Mary Ann will forward the monthly board meeting minutes to the Collier Township Web Administrator, Debbie Gawryla.

VI New Business:

A. Committee Sign-Ups

Gail will be the Liaison to Chartiers Valley School District (CVSD)

B. Meeting with Dr. Brian White, Superintendent, CVSD Connection

Mary Ann and Gail met with Dr. White about collaborating on future community events with Friends.

Friends plans to sponsor an art exhibition of CV students' artwork to be held at the Collier Community Center.

Motion by Gail for Friends to donate \$200.00 to sponsor a CVSD student or teacher to attend the 2016 Green Schools Conference and Expo scheduled for March 31 – April 1, 2016 at the David L. Lawrence Convention Center in Pittsburgh. Seconded by Marilyn. Motion carried.

C. Fundraising

Marilyn contacted Shop n' Save's Floral Department about providing flower baskets for a possible Friends fundraiser. Costs were reviewed but the board determined this would not be a profitmaking venture.

Gail discussed with Sal the possibility of Friends sponsoring a Bake Sale during the General and Primary elections. Each precinct in the township conducts their own fundraiser. Sal will check to determine whether Friends can hold a Bake Sale in the Municipal Building.

D. John Fantoni Memorial Donations Designation

Friends collected \$505.00 in memorial donations to honor the memory of John Fantoni, the father of Trustee, Mike Fantoni. Mike proposed using the donations to purchase a park bench to be placed at Webb Field. Mike will contact Sal or Kay Downey-Clarke to obtain information regarding benches on the Panhandle Trail.

E. Audit Needed for Grant Writing

An independent audit of Friends financials is required for foundation grant submissions. Mary Ann will contact Sal to determine if the township will pay for the audit.

F. Friends Board Meetings

All future board meetings will be held on the 3<sup>rd</sup> Monday of the month beginning March 2016.

VII. Next Meeting:

Monday, March 21, 2016 - 7:00PM - at the Collier Community Center

VIII. Adjournment:

Meeting adjourned at 8:48PM.