
RECREATION DIVISION MEETING

Location: PRC Main Office (Downstairs Conference Room)

Date: August 8, 2023

Time: 11:00 AM

AGENDA:

- I. Contracts – Heidi
 - a. Status of Contracts and Terms & Conditions
- II. Marketing – Linda
 - a. Update on marketing of events
 - b. Program Surveys
- III. Recreation Division – Kevin
 - a. Kyle Peterson
 - b. Joan Hernandez
 - c. Dom Gangemi
 - d. Linda Anderson (program report update)
- IV. Kensico Dam Park – Dom
 - a. Light Towers
 - b. Outstanding Issues
- V. New Business – Kevin
 - a. New Programs – Indoor @ County Center (Oct or Nov)
 - b. Re-Accreditation Update
 - c. PRC Conference (2024)
 - d. Recxpo (2024)
 - e. WRAPS BBQ (9/15)

Meeting Minutes

Location: 1st Floor Conference Room

Date: August 8, 2023

Time: 11:00 am

Attendance

Linda Anderson, Kevin Cook, Domenic Gangemi, Joan Hernandez, Linda Lovallo, Kyle Peterson, Heidi Schwalbach.

Agenda Items

1. Contracts (Heidi Schwalbach) – Most all contracts submitted are complete or in progress.

Signature Society - no workers compensation needed only their own insurance

Ecuadorian, Jewish & Muslim contracts fully executed

Sikhs - meeting with them at the end of August,

Westchester Street Rod meeting with them 8/14

Stephen Jones – Zumba added 2 classes in September

KDJ Media & Billy Becerra (T&C) - Neil signed off, next we need to send out the T&C paperwork

Stepinac contract in the works for January at County Center, check cheerleading contract

Over all contracts in good shape.

2. Marketing (Linda Lovallo) – Movie (Puss & Boots) press release out, social media to go out next,

Last two Ethnic festivals – press sent out, social media next to go out

Zumba - approved art work and social media

Sikhs Festival – press release not appropriate spoke with promoter received new PDF all okay

Car show – Talk to Bob about a possible banner and if he would like to split the cost

9/11 and Gold Star will do their own social media via the 9th floor

3. Recreation –

(Kyle) – Ecuadorian festival still needs parkers, will reach out to Sarah (Croton). Contract all set.

Meeting Friday morning for set-up of showmobile and lights.

Concerts all set. We have scheduled a band to play prior to the 8/17 concert.

(Joan)- Zumba need tables set-up for LOLA snacks (sponsor),

Outdoor movie - need review the set up with Croton staff

Jewish asking for vendors and sent list to them

Movie banner needs to be set-up at Glen Island in the front of the park.

(Dom) –

Muslim Festival all set.

Heart Walk would like to have everything on the lawn at Kensico. They would need two rows of 10x10 weighted tents. We will need to speak with them as it all depends on the weather.

Kensico Dam Park – (Dom) -

Overall no issues at Kensico.

4. New Programs – Need ideas for indoor programs at County Center.

New Business – Kevin

Re-Accreditation – Meeting August 19th.

PRC Conference February 6, 2024 (snow date February 7th) – All required to attend
Recxpo (2024) weekend of April 5th-7th. – expect Rec Division to be heavily involved
Professional Development - WRAPS BBQ September 15.

RECREATION DIVISION MEETING

Location: PRC Main Office (Downstairs Conference Room)

Date: July 11, 2023

Time: 11:00 AM

AGENDA:

- I. Contracts – Heidi
 - a. Status of Contracts and Terms & Conditions

- II. Marketing – Deslyn
 - a. Update on marketing of events

- III. Recreation Division – Kevin
 - a. Kyle Peterson
 - b. Joan Hernandez
 - c. Dom Gangemi
 - d. Linda Anderson

- IV. Kensico Dam Park – Dom
 - a. Update on the Park
 - b. Outstanding Issues
 - c. Upcoming Projects / Equipment needs

- V. New Business – Kevin
 - a. New Programs
 - b. Re-Accreditation Update
 - c. PRC Conference (2024)
 - d. Recxpo (2024)
 - e. Professional Development (WRAPS, NYSRPS, NRPA)

Meeting Minutes

Location: 1st Floor Conference Room

Date: July 11, 2023

Time: 11:00 am

Attendance

Linda Anderson, Kevin Cook, Domenic Gangemi, Joan Hernandez, Linda Lovallo, Deslyn Martirano, Kyle Peterson, Heidi Schwalbach.

Agenda Items

1. Contracts (Heidi Schwalbach) – Most all contracts submitted are complete or in progress.

Signature Society needs to return contract and insurance.

Irish is completed and we are waiting for it to come back from law, Italian insurance is needed, Ecuadorian needs to return contract and insurance, Sikhs waiting for budget approval, Sharc Media WC needed & CGL & WC from Walters Hot Dogs, Westchester Street Rod needs insurance & Stephen Jones waiting for budget approval.

Over all contracts in good shape.

2. Marketing (Deslyn Martirano) – Kensico - everything ordered for two Concerts & two Movies (press release to go out). Indian flyer sent out 7/11, Jewish not printed yet, Muslim picked up, Zumba approved art work and social media needed, Cornhole social media needs to be done, Sikhs Festival needs flyer, Pickleball brackets need to be done for July 29th, Senior dance will do their own marketing and Slam Dunk sessions three and four still open & need to promote.

3. Recreation –

(Kyle) –

- Police Night out August 1st, Kensico to provide 10 tables and tents. Westchester Medical to provide helmets for kids.
- Golf Camp under way, ordered hats and tees.
- Concert (Tramps Like us) Thursday, July 13th all confirmed. Meeting morning of to discuss where barricades will go.
- Irish festival on Sunday, July 16th confirmed parkers, tent will arrive Friday and meeting on Friday to review.
- Pickleball on July 29th sold out need to send Deslyn brackets to be printed.

(Joan)-

- Disabled Picnic – all set, parkers confirmed. Attendance expected – 250+
- Movie Friday, July 14 weather not looking good. Discuss cancelation plan
- Bike Sunday – program going well.
- Meetings for next week - Indian Festival, Jewish Festival and White Out.

(Dom) –

- Italian Festival still needs insurance,

Kensico Dam Park – (Dom) -

- Park and lawn need work after recent heavy rains and damage caused by cars at Hispanic Festival
- Need to order debris container in August
- 10 port-a-sans can be removed
- New Maintenance Building on hold right now. We need to follow up with Rob,
- ATM's to be installed by vending machines - needs follow up with possible supplier

4. New Programs –

- Stripe Bass Fishing Derby in Hudson River (Kyle)
- Salsa Night and Last Bike Sunday Celebration at County Center (Joan)

New Business – Kevin

Re-Accreditation – will start weekly Recreation Division Meetings in late July

PRC Conference February 6, 2024 (snow date February 7th) – All required to attend

Recxpo (2024) weekend of April 5th-7th. – expect Rec Division to be heavily involved

Professional Development (WRAPS,NYSRPS,NRPA) – WRAPS September meeting announced, staff encouraged to attend