

Borough of West Long Branch Recreation Commission

Meeting Minutes – September 12, 2022

Meeting Called to Order at 7:30pm

Mission: Our mission as the Rec. Commission is to provide our community with various activities and events for residents of all ages.

Events:

Yoga in the Park- Continues to be a huge success. People are asking to do night classes. Hoping to do one night during the week either Tuesday or Thursday. Avg 15 people per class.

Men's Basketball- Building usage form was submitted to FAS requesting the gym for Tues/Thurs starting Sept 20, 2022-June 22, 2023.

Movie Night- Friday Sept 23rd- Lightyear

Flyers were revised and sent to superintendents for approval and will go in virtual backpacks

PO request was submitted for purchase of refreshments and the DVD for \$180.00

Port-a-john was reserved by Sarah Warner on Sept 8th and will be delivered on Friday Sept 23rd. Will be placed alongside the Van Brunt room and next to the handicap parking signs.

The Ballroom has been reserved in case of inclement weather.

The Rec Trailer will be put at the Community Center Friday afternoon.

Fall Festival Budget- \$9,200.00

Fall Festival- October 16th 1:00pm-4:00pm

Picking up supplies from Gasko's on Thursday morning Sept 29th (decorate Oct1)

The Flags on Locust Ave were switched to Autumn Flags, Fall Flags and Franklin Lake banners new put up on Sept 8th by DPW-Thank you

Line Dancing at the Fall Festival

Food Trucks: Enzo's will be attending, Nip n Tuck waiting on permit, Mock Tail's is a possibility.

6-7 vendors have submitted paperwork and have committed, still waiting to hear from 12 others.

Alyssa Trocchia and Gina Neyhart- Vendor Chairs

TimeLine and Cost:

Mid August- Reserved Inflatables (Party Perfect Rentals)

Corn Maze

Pumpkin Bounce House

Hatchet Throwing

Apple Bobbing

Generators

Contact Sara for Cert. of Insurance

Book Band-Tequila Rose

Contact Frank Noble about bows- Frank is making 164 bows
Submitted outdoor usage for Shore Regional
Sent out Vendor Flyers
Reserve Tractors-Tracy Foggia is donating 27 bails of hay
Pony Rides
POs filled out for - Party Perfect Rentals, Band, Gasko's, Bubbles & Sudz and Pony rides

September- Meet with Police Chief, Emergency Management/DPW
Re-Design Flyer/Banner (out of advertising budget)
Submit an outdoor request form for use of the Shore Regional Parking lot was done.
Contacted Sarah for Cert of Insurance
Contact SAW-Jeff LaBush
Contact Sarah to reserve the por-a-john (not out of our budget, WLB account to be charged)
Order all supplies from Gasko's
Contact PTA for donating Delicious Orchards donuts, waiting to hear back from PTA
Contact Foundation to see if participating
Contact Bubble and Sudz
Need Certificate of Insurance for all Touch a Trucks:
Eosso Paving, Monmouth Building Supply, EMT/Fire and Mazza

October- First week put up banners and Community Center sign
Oct 1st decorate lake and gazebo
Second week- send out flyers
Day Before- DPW Set up Stage
Buy Apple Juice for Aldi 30 gallons
Morning of Fall Festival pick up donuts from Delicious Orchards
DPW-15 tables/Chairs/Garbage cans
Set up the pumpkin patch

*** NO PARKING ON THROCKMORTON***

*** TOUCH A TRUCK STARTS AT LOCKWOODS HOUSE AND GOES TOWARDS LOCUST PARKED
ON HOUSE SIDE OF THE STREET***

Things we talked about from last year:
Need a golf cart- Monmouth University said they would let us borrow 2 golf carts
Create time slots for touch a truck
Vendor spots and time slots given before event
Table and chair rentals
Volunteer time slots set up/ event/breakdown
Order 48" zip ties in advance

Lantern Walk- Friday November 18th

Filled out fire permit
Emailed art teacher at FAS and Stella Monteleone at St. Jerome's to see if they would participate in this years event

Christmas Tree Lighting- December 3, 2022

Filled out Fire permit

Texted Alan for Christmas Creations to get on his calendar to light two trees

Reserved the 20x40 ice rink and an inflatable bounce house

Meeting adjourned 8:11pm