

**Bradley Beach Board of Recreation  
Minutes of Meeting held  
Monday, March 19, 2012**

**I. CALL TO ORDER**

The Meeting was called to order at 7:06 pm by Barbara Carlucci, meeting facilitator filling in for Jennifer Young.

**II. PLEDGE OF ALLEGIANCE**

Pledge of Allegiance was led by Barbara Carlucci.

**III. ROLL CALL**

The following Board Members were in attendance:

- Barbara Carlucci
- Heather Minsky
- Michael Roth
- Shawn Ryan
- Pat Ciccone

Additional Attendees:

- Cynthia Brady - Recreation Director
- Bethanne Tinkler – Yoga instructor
- Hannah - US Sports Institute Representative

**IV. APPROVAL OF MINUTES**

February meeting were not available for approval. The approval of minutes was deferred to the April meeting.

**V. RECREATION DIRECTOR'S REPORT**

A written report was provided by Cynthia. Both old and new business issues were discussed. The topics included:

**OLD BUSINESS:**

- **Ocean Grove Tennis Program** -Barbara Carlucci followed up with Ed Esposito who runs the Ocean Grove Tennis Camp. The Ocean Grove program is currently being formalized. Ed will provide flyers once they are available.

Camp Details:

Runs – 4<sup>th</sup> week in June through last week of August

It is currently open to anyone, not just Ocean Grove residents

The current schedule is:

Wednesdays, 4:00 – 5:30 pm – 13-16 year olds

Thursdays, 4:00 – 5:00 pm - 5-8 year olds

Thursdays, 5:00 – 6:00 pm - 9-12 year olds

The cost is currently \$7.00/hour and there is no commitment; players can attend any weeks they want.

**ACTION ITEM:** Barbara to follow up again with Ed Esposito. Ed wanted to make sure that Camp Meeting was aware and has no issues of Bradley Beach Recreation formally sending students over. Board will need to revisit this opportunity and vote on supporting it or not.

- **Chamber of Commerce** – Barbara attended the Monthly Chamber of Commerce meeting on Tuesday, March 13, 2012. The Recreation Board Members were interested in the potential promotional opportunities available to Recreation if we joined. Barbara was welcomed by the Chamber attendees at that meeting and she expressed at the Chamber Meeting that the Recreation Board was interested in possibly joining. The full benefits of joining are not clear but the cost was low and she recommended trying it out for a year to see if it was valuable.

**ACTION ITEM:** Cynthia said she needs to check with the town/ town lawyer to see if there were any conflicts in a Borough program joining the Chamber of Commerce.

- **Yogalates** - Bethanne Tinkler was in attendance to revisit the previous month's discussion on increasing the promotion around her program and the potential for providing supplies. The Board agrees that efforts will be made to better promote her program but that there are no guarantees of increased interest that can be made. Bethanne will consider promoting her program through the senior center as well. The Board did agree that there is potential funding for some yoga equipment purchases. She also wants to purchase a banner for when she runs the program on the beach. She would like the Recreation Department to fund that. It was discussed that the Department might be able to fund a portion of a banner but she first needs to ascertain the approvals for putting a banner at the beach and banner costs.

**ACTION ITEM:** Bethanne is to supply a list of equipment needs and banner costs for consideration.

- **Surf Camp** – Cynthia stated that surf camp will be on a first-come-first-serve basis. She will manage Bradley Beach sign-ups.
- **Borough Activities/website** – the Board and Director are trying to gain a better understanding of who handles particular activities within the borough offices and how to best utilize services there.
  - E.G. the Director currently has to submit all website entries to the borough. The Board would like to set up a Recreation site that is controlled by Cynthia and just have a link to it in the borough site instead of having the borough control the content.

- E.G. the Recreation Department would like to place information/flyers in town mailing to maximize exposure of information.

**ACTION ITEM:** Cynthia to follow-up with Borough Administrator to find answers out regarding these issues.

**NEW BUSINESS:**

- **US Sports Institute Tennis Program** - Hannah, a representative from this organization made a presentation on tennis programs. The proposed programs include a 1 week (5 consecutive days) program July 9- 13, 2012 and a fall weekly program starting September 24, 2012. There is no financial commitment needed from the Recreation Department and 10% of the fee per player will be contributed to the Department. There is a minimum of 6 kids needed for the program to execute. Cynthia confirmed that their insurance was in order. She will finalize any outstanding details for the program.  
**MOTION: by Heather Minsky, second by Michael Roth to approve the program. All in favor, motion carried 5-0-0.**
- **Zumba** - The Recreation Department received a proposal from Rosa Warnet to conduct Zumba classes at the Recreation Center. She would like to hold the class once a week. The group agreed to revisit this proposal in the April meeting:  
**ACTION ITEM:** Cynthia will follow-up with Ms. Warnet for the following: insurance papers, flexibility of time-possibly adding a weeknight and if men can come to the classes.
- **Summer Camp Scholarships** - Cynthia noted that she has been getting requests from potential camp attendees regarding the availability of scholarships. She stated that there are currently no scholarships available.
- **Memorial Day Table** – Recreation Department will take advantage of the table at the Memorial Day Festival. The booth times will be Saturday and Sunday, May 26 and 27, 2012 from 10:00 am- 5:00 pm. Cynthia will man the booth along with board member volunteers.  
**ACTION ITEM:** Cynthia will communicate to the Borough that the Department will utilize the booth. The board member will need to revisit the volunteer schedule in the April meeting.
- **E-mail Initiative** – The Board discussed the advantage of having an e-mail database for communication. The group agreed that all programs/community interactions should contain an opportunity to collect e-mail address.  
**ACTION ITEM:** Board to revisit incorporating this (e.g. at the Memorial Day booth) at the next meeting.

- **Baseball Field Usage** – Cynthia needs to know the baseball and t-ball schedules so that she can be available to open the center and to make sure there are no conflicts with the school usage.

**ACTION ITEM:** *Cynthia will reach out to Deirdre Hauselt of the Neptune City Recreation for a schedule and insist on clear and timely communications from this program .*

- **Exterior Encased Sign** – the Board discussed that an encased bulletin board that can be placed outside of the Recreation Center, containing Recreation Department information would be beneficial to the community.

**ACTION ITEM:** *Cynthia will price these out and present options at the April meeting.*

- **Address to Town Council** – The Board discussed with Cynthia the lack of clarity around various Recreation issues. The Board plan to compile these issues/questions and run them past the Town Council for clarification. The issues that were addressed included:

- **Facility Maintenance/Cleaning** – Cynthia Brady is currently personally cleaning the Recreation facility except when she makes a special request that it be cleaned such as before summer camp begins. But on a daily basis she cleans it. Given that this is a borough building, the Board would like to better understand how the other borough buildings are cared for and request the same services.

- **Ground Usage** – It is unclear to the Recreation Director if programs are allowed to be scheduled on the grounds that prevent members of the community from using the facilities during these times.

- E.G. Is it allowable for a tennis program to block the tennis courts during the program times thus preventing a member of the community from using the courts during those times?

- E.G. Can Cynthia prevent community members from entering the Recreation Grounds- such as playing basketball- during the Summer Camp Program hours? In the past, the Bradley Beach Police prevented Cynthia from doing so even though she felt it was in the best interested of camper safety.

**ACTION ITEM:** *Shawn Ryan to ask appropriate Council Members how to best preset these questions to the Town Council and how to get on the agenda.*

**ACTION ITEM:** *Cynthia to provide Board members with copies of bylaws and other pertinent information for their understanding and for the Board to determine if any updating is necessary.*

## VI. COUNCIL REPORTS

There were no council members in attendance, nor any reports from Council Members.

## VII. BOOKKEEPERS REPORT

There was no bookkeepers report.

**VIII. PUBLIC COMMENT**

There was no public comment.

**IX. ADJOURNMENT**

MOTION: by Heather Minsky, second by Michael Roth to adjourn at 8:59 pm. All in favor, motion carried 4-0-0.

Notes from Board of Rec Meeting – 3/19/2012

Website – we want to update our website and need to have access to it to make changes, etc. Upon talking to Michele today I was told that everyone needs to go through Maryann to make any additions, deletions or changes to make changes.

- Get the computer guys information from the Borough.

F/U Old Business

Find out from Michele who does the printing for the Town.

Make sure we have a set up table for Memorial Day.

Can we join the Chamber of Commerce.

Tennis USA approved Summer 2012

Make copies of By Laws for Board Members.

Advise Borough Hall Board approved Bill Maxcy's request to work 8 weeks for \$4,500.

For Gail O., Michele, Julie, Maryann

2012 Board of Recreation  
Notes.march.mtg