

**Parks and Recreation Board
May 13, 2026
Regular Meeting Minutes**

The meeting was called to order at 6:45 p.m. by Chairman Steidler.

Those in attendance were: Chairman Dave Steidler, Vice-chairman Charlie Dove, Secretary Teresa Adams and Board member Jessicka Jarvis

Those absent were: Board members Dave (DJ) Albert and Katt Metzger

Pledge was led by Chairman Steidler and **Prayer was given** by Secretary Adams.

Approval of February 11, 2026 and March 13, 2026 Regular Meeting minutes were tabled as there weren't enough P&R Board members available who attended both regular meetings to approve either month minutes.

Public Comment: No comments as there was no outside attendance.

Recreation Report was given by Secretary Adams. She reported the Easter Egg Hunt was a success, approximately 50 children came to the event. P&R donation jar received \$18.10 and the basket raffle proceeds totaled \$205.00 which was given to FOP as their small games of chance license was used for the raffle. A discussion ensued about whether to have children register upon arrival to keep track of attendance and to be sure there are appropriate amounts of prizes.

Park Report - Secretary Adams reported the play equipment project was moving forward, holes for securing the equipment would be dug Friday, May 15, 2026 at approximately 10:00 a.m. by ReddUp LLC and the construction and placement of the equipment would take place Saturday, May 16, 2026 beginning at approximately 8:30 a.m. She reported that the volunteer sign-in/out she was ready and that the hours logged would be used toward the match money needed for the Grant.

Friends of the Park Report – There was no report as no one was in attendance.

Funding/Treasurers Report - Secretary Adams reported these were given previously under the Recreation Report.

New Business:

Liberty Tree follow up -Secretary Adams reported the tree was planted, Vice-chairman Dove was in attendance. Vice-chairman Dove reported the tree is doing well and now has leaves growing on it.

How to Write a Nonprofit Grant Proposal -Secretary Adams reported she was in receipt of a book ordered by Vice-chairman Dove on how to write grant proposals. Vice-chairman Dove reported he found the book online and thought it may be a useful tool and suggested the board may want to work on it over the coming months meetings. He handed out a proposed schedule to follow for work on the grant proposal writing.

Any other New Business – Chairman Steidler inquired if the board could apply for their own Small Games of Chance License and asked Secretary Adams to have the Boro Solicitor look into the matter. Also, Secretary Adams asked if the concession stand bathrooms, once completed, should be left open during the summer or only when the stand was rented. Those present discussed to only open them when stand was rented due to vandalism.

Old Business:

Report taken to March Council meeting for February Events-Secretary Adams reported the following items were reported at the Borough Council regular meeting:

- No formal meeting in April as there was no quorum.
- DCNR progress report and timeline have been submitted and uploaded to portal.
- Easter Egg Hunt was successful, approximately 50 kids attended, 10 donated baskets were raffled off. Raffle proceeds totaled \$205.00 which was submitted to FOP as their small games license was used for the raffle.
- Liberty Tree was planted, sign placed, dedication ceremony is to be determined.
- Play equipment setup is scheduled for Saturday, May 16, 2026 at approximately 8:00 a.m., light lunch to be served consisting of hot dogs, chips and a drink. UB Church men's group to assist with set up.
- Volunteer times sheets have been created, DCNR does not require signed liability waiver.
- Need to check in concession stand storage area for equipment setup instructions, if none there, email copies are available.
- Need Boro insured driver to pickup remaining bags of concrete for the project.

Trail Topics-Board-Discussion ensued on dead trees that need to be taken down and trail blazing. It was discussed to schedule this for Fall Trail Cleanup.

DCNR Progress Report-Secretary Adams reported the DCNR Grant Progress Report and Timeline were submitted and uploaded to the grant portal.

Any other business-there was no other business to discuss.

Adjournment: A motion was made by Board member Jarvis to adjourn.

Second by Board member Albert.

Meeting adjourned at 8:30 p.m.

Respectfully submitted by,



Teresa M. Adams, Secretary
Franklintown Parks & Recreation Board

