

NEWBERRY TOWNSHIP PARKS AND RECREATION BOARD

Monthly Meeting Minutes – July 8, 2025 @ 5:00 PM

Call to Order

Chairman Codie Culley called the meeting to order at 5:00 PM.

Pledge of Allegiance

The meeting opened with the Pledge of Allegiance led by Board Member Norm Seitz.

Attendance

- Chairman Codie Culley
- Secretary Jane Harman
- Board Member Kolton Gouse
- Board Member Erick Rittle
- Board Member Norm Seitz
- Board Liaison Diane Shellenhamer (absent)

Announcements

No formal announcements were made.

Public Comment

No residents signed in or offered public comment.

Approval of Minutes

MOTION by Chairman Culley to approve the June 10, 2025, meeting minutes, seconded by Secretary Harman.

VOTE: Motion carried unanimously.

Old Business

No items were presented under Old Business.

New Business

1. Appointment of Vice Chairman

MOTION by Chairman Culley to appoint Kolton Gouse as Vice Chairman of the Parks and Recreation Board, following approval by the Board of Supervisors. Seconded by Secretary Harman.

VOTE: Motion carried unanimously.

2. 5K Race – November 1, 2025, at Shelley Park

Discussion centered around scheduling and logistics for the upcoming 5K race on November 1, 2025. The event will be held at Shelley Community Park, with check-in beginning at 9:00 AM and the race starting at 9:30 AM.

Plans include:

- Staggered start for runners and walkers
- Costume theme encouraged for participants and dogs
- Entry fee proposal: \$20–25, with potential prizes and dog gift baskets
- Local pet store contacted for donations of baskets and prize items
- Coordination with Events Committee and additional planning session to finalize details

Board agreed the race should be branded around the dog park fundraising effort. No vote required at this time.

3. Tree Planting Grant and Volunteer Recruitment

The Board was informed that a grant application for 20 trees to be planted at Shelley Park has been submitted. A volunteer day will be scheduled once approval is received. Placement logistics and coordination with the township highway department will be required.

Eric Rittle suggested a local press release to promote the initiative and increase visibility for the park and related efforts such as the dog park and Music in the Park.

4. Fundraising and Fee Structure Review

The Board reviewed current rental rates for park facilities and discussed potential increases to better reflect value and support maintenance costs.

Highlights:

- **Pavilion Rentals** – Currently \$50/day (resident), \$100/day (non-resident). Proposal: raise to \$75 and \$125 respectively. No formal vote taken.
- **Ball Field Rentals** – Currently \$300/season. Extensive discussion on benchmarking against other townships, demand, and potential bidding model. Changes to take effect in 2026, with recommendations finalized before year-end.
- **Concession Stand** – Current rate of \$25/day deemed insufficient. Proposal: increase to \$50/day with a \$150 refundable security deposit. Consideration of percentage-based fee on sales also discussed.

- Additional ideas included signage with QR codes, online reservation system, and clearer rental policies.

5. Shelley Park Cleanup Day

Board discussed hosting another cleanup day at Shelley Park. A date will be finalized after a walkthrough is conducted to assess needs and create a prioritized task list. Volunteers will be solicited once a plan is in place.

6. Movie Equipment Budgeting

Board briefly discussed including new movie equipment in the 2026 budget. Further details and pricing will be gathered before submitting a formal proposal to the Board of Supervisors.

Adjournment

MOTION by Chairman Culley to adjourn the meeting, seconded by Board Member Gouse.

VOTE: Motion carried unanimously.

Respectfully submitted,



Jane Harman, Secretary

