

Friends of Kids Castle Committee
Meeting Notes
March 20, 2014

A meeting of the Friends of Kids Castle Committee was held in the Township Building starting at 6:30 pm, Thursday, March 20, 2014 with the following members attending: Rachael Ford, Chairman, Joe Salvati, Vice Chairman. Former and still active member Lauren Sheehan was in attendance. Also attending: Board of Supervisors liaison Rick Colello and Township Director of Operations Richard John. Park & Rec Director Karen Sweeney participated by conference telephone.

Note: It should be noted the members present did not meet quorum requirements and all actions taken were a consensus of the committee members present.

ACTION ITEMS:

Minutes of the January 16, 2014 meeting were reviewed and accepted by consensus of the members present, as being correct.

Advisor Reports –

Site Plan Revision “D” - Mr. Salvati spoke to a need for the committee to acknowledge a revision to the Site Plan as presented at the January 16, 2014 meeting. He proposed the committee accept Revision “D” of the Phase 2 site plan, which includes play equipment as proposed by George Ely Associates at the January 16, 2014 Friends of Kids Castle Committee’s public meeting with the understanding that there may be modifications to this plan due to unforeseen circumstances or due to other proposed improvements to the plan that the committee is presently unaware of. The consensus of members present accepted Mr. Salvati’s proposal.

Mural Arts Dedication – Ms. Sheehan stated plans were in place for the hanging of the murals, by Rock Gym volunteers, on May 17, 2014 starting at 10:00 am. She stated dedication of the Mural Arts and the Brick Legacy Walk would be held May 31, 2014 in the Activity Center. She stated she had some concern that the amount of attendees may number more than 200 as originally conceived and therefore she thought the approved budget of \$500.00 for Altamonte’s Catering, should be increased. The committee agreed and Ms. Ford proposed increasing the food allowance based on the number of rsvp’s returned. The consensus of members present accepted Ms. Ford’s proposal.

Discussion ensued with regards to the Legacy Walkway location, length and width. The consensus of the committee was to meet on site to review the location during the week of March 24, 2014 with Mr. John.

Friends of Kids Castle Committee Meeting Minutes of March 20, 2014 –

Kids Castle Access Gate – The committee upon discussion recommended by consensus, the Township construct another side or rear yard gate for equipment access generally on the east to northeast side of the Castle.

Pirate Ship Purchase - The committee discussed purchasing the Pirate Ship (\$32,000 plus other associated costs) and the placement of the sponsorship “Rock.” It was suggested a location be picked when the rock was delivered to the Castle area as the actual size was unknown. Ms. Ford proposed recommending the Township purchase the Pirate Ship from George Ely Associates immediately upon receipt of the private funds being donated for the purchase.

Recognition Plaque – Ms. Sheehan stated she was finalizing the list of names to be placed upon the Recognition Plaque and that she would complete it by the next meeting. Ms. Ford agreed to help with completing the list.

Marketing Update – Mr. Salvati stated he had met with people from the Focus MS firm and that they have agreed to change the website as needed to accommodate the Committee’s needs at no charge for their services. Ms. Ford proposed Focus MS keep track of their time in order that the Committee could acknowledge their contribution of services rendered. The consensus was to make this request known to Focus MS.

Thermometer & Fund Goals – Mr. Salvati reported he is working on the Phase 2 thermometer and hopes to have it pop up on all browsers during the fund raising campaign for Phase 2.

Cash for Castle Canisters – Mr. Salvati reported there are still some canisters at commercial establishments in the community and that these will need to be collected by the committee at some point.

Fancy Nancy – It was noted this project needs to be finalized by the Township Manager.

Fund Raising Theme – Ms. Ford stated the committee realized the Phase I theme of SAVE KIDS CASTLE had been achieved and that a new theme was needed in order to raise more funding for the Phase 2 equipment. She indicated the committee brain stormed and came up with BUILD THE KINGDOM theme. The consensus of the committee was to pursue this theme as a means by which interested donors could be asked to participate.

Friends of Kids Castle Committee Meeting Minutes of March 20, 2014 –

Capital Fund Raising – Mr. Salvati stated he is creating a booklet that would have pictures showing the various equipment to be purchased and installed as part of the BUILD THE KINGDOM fund raiser for the Phase 2 theme. He stated he was in need of all costs such as purchase price, installation cost, shipping, etc. These could then be attached to the appropriate item and a donor cost assigned in the booklet. Ms. Sweeney stated she could supply good quality pictures of the play equipment.

Grants -

DCNR Grant Application - Ms. Sweeney stated this grant requires a fifty percent cash match and application is April 1st of each year. She stated more grant funding could be obtained if the committee increases their cash on hand as would reasonably be expected over the next 12 months. She stated it would be better to apply April of 2015.

Macy's Fund Raising for Parks – Ms. Sweeney indicated she just found out that Macy's fund raises nationally for parks each year and that she will find out more about the program with the thought an application could be made in 2015.

County Tourism Grant – It was noted that Jon Biedermann was working on this grant application. The consensus of the committee was to have Mr. Biedermann send the application to the Township Manager for finalizing as the Township is the entity in position to make application and perhaps receive some funding. They noted the grant application needs to be submitted to the county by April 1 and that awards are made in October of each year.

Foundations Community Partnership Grant - The committee reviewed the Foundations letter prepared by Township staff and by consensus recommended the letter be finalized on Township/Castle letter head and sent to Foundations as soon as possible.

Grant Information – Ms. Sweeney stated that all grant information should be tracked and information kept on file. Ms. Ford indicated she has maintained a file and that she will send a copy to the Township Manager for Township records. The consensus of the committee was to continue to seek out other grants and corporate funding sources.

Adjournment – There being no further business to discuss, the Friends of Kids Castle Committee, by consensus adjourned at 9:00 pm.