



DOYLESTOWN TOWNSHIP PARK AND RECREATION BOARD

Meeting Notes: April 7, 2026

A meeting of the Doylestown Township Park and Recreation Board was called to order at 5:30 p.m. on Tuesday, April 7, 2026, at the Doylestown Township Administrative Building, Caucus Room.

- In attendance: Blythe Kelly, Kathy Brown, Paul DiNella, Jim Plummer, Joe Salvati, Barbara Lyons, Cortnie Jones, Karen Sweeney - Director of Parks and Recreation Department, Barbara Lyons, Board of Supervisors Liaison.
- Absent: Kellie McGowan, Don Borden
- Guests: Stephanie Mason, Township Manager
- Visitors: None

Meeting Notes.

- Blythe welcomed Jim Plummer, our new board member. Jim is a 40-year resident of the township and has served on numerous local boards and committees. He is looking forward to contributing to our board.
- Blythe also reminder the board of Karen Sweeney's retirement party and her last day on May 1st.
- Motion made by Joe Salvati, with a second by Paul DiNella, to approve the meeting minutes for the March 10, 2026 meeting, with revision. Motion passed 5-0, Kathy Brown. abstained.

Correspondence/Attachments.

- Visitor discussion. None.

Review of Plans.

- None.

New Business.

- None.

Old Business.

- Ash Way: Karen Sweeney will send a copy of the Master Plan for all parks to all board members for reference.
- Paul DiNella reminded the board that we do have plans for that area, and it doesn't hurt to discuss potential options.
- Karen Sweeney reminded the board of the importance of keeping the public, including the neighborhood, informed.
- Barbara Lyons reminded the board that the neighborhood believes the area is deemed passive recreation.
- After further discussion it was decided that Ash Way options will be addressed at the next meeting.

Subcommittee Reports.

- **Wayfinding Sign:** Wayfinding sign is in its final edit. The use of QR Codes is the outstanding issue with the completion of the sign. Cortnie Jones provided excellent information on the types of QR codes, static or dynamic codes, and what would be best for the sign. The choices are free static QR codes with limits of use and potential adds or paying approximately \$20 a month for the dynamic QR codes which can be changed and do not insert adds. The board determined utilizing the dynamic code is best. The board approved by consensus to contribute \$5 a month to the cost of the use of dynamic codes. The map will be presented to the BOS at the May 12th meeting.
- **Golf Outing:** Subcommittee will meet soon. All are working on sponsorships.

PRB Member Comments.

- Kathy: Brown: Congratulations to Karen Sweeney on her retirement. She should be proud of her tenure.
- Paul DiNella: Questioned the lighting on the new courts. Appears the lights stay on after hours. Karen Sweeney informed the board it was an electrical issue and will be addressed. The lights will be programmed to go off at 10 pm.
- Paul also recommended our board officially thank Karen Sweeney for her service and dedication.
- Joe Salvati: Acknowledged that Karen Sweeney was always there for all events. We need to recognize the history she is leaving the Township. He shared his true appreciation.

P&R Director's Report:

- One of our Recreation Attendants recently changed her availability from Monday–Friday to Tuesdays and Thursdays after accepting a full-time position where she was already working part-time that includes childcare. Additionally, another Recreation Attendant has submitted notice to step away to focus on personal matters.
- We were able to extend an offer to a previously interviewed candidate who is now available for the open hours, and she has already started. Our third new Recreation Attendant is scheduled to begin next week. While we still have some shifts to fill, we are actively working to stabilize coverage and prevent further staff burnout.
- These staffing changes have temporarily impacted our Drop-In availability; however, we anticipate reopening additional hours as new staff complete training.
- We have formally offered the Programs Manager position to Melissa Flemming, our current Program Specialist, and have posted the Program Specialist position. First-round interviews are scheduled for this week and next.
- We have also promoted Christian to Assistant Director of Parks & Recreation.
- Thank you to those who have volunteered to assist with National Night Out on August 4. I have heard back from Joe, Don, Blythe, and Kathy. If anyone else is interested and available, please let me know.
- We are still seeking assistance to staff the Parks & Recreation table at our summer concerts. Staff will be selling 50/50 tickets, and we currently do not have enough coverage to fill all shifts. I have not yet received availability from additional volunteers.
- Karen and I attended the Pennsylvania Recreation and Park Society Conference two weeks ago, where she accepted the Outstanding Achievement Award in honor of Fred M. Combs.

Visitor Comments. None.

***Adjournment:** Being no further business the meeting was adjourned at 6:19pm on a motion by Joe Salvatti with a second by Paul DNalla. All in Favor, motion passed unanimously.

Meeting was followed by a time to recognize Karen Sweeney for her dedication and success in her 31 years as Director of Parks and Recreation for Doylestown Township.

Respectfully submitted by:
Kathy Brown
Doylestown Park and Recreation Board

Approved: _____