

**DOVER RECREATION COMMISSION  
RE-ORGANIZATION MEETING  
THURSDAY – JANUARY 10, 2013 – 7PM**

**\*\* AGENDA \*\***

**CALL TO ORDER:** by 2012 Chairman Victor Rodriguez.

**PLEDGE OF ALLEGIANCE**

**OATH OF OFFICE** - New Commissioners to be sworn in terms both end on 12-31-17

Commissioner Don Fritch

Commissioner Thomas McDonald, Jr.

**ROLL CALL**

**ELECTION OF OFFICERS:**

Recreation Office secretary Alice Gilbert will accept nominations as follows:

**2013 ELECTION OF OFFICERS**

In accordance with New Jersey State Statutes relating to Municipal Recreation Commissions...

At the annual meeting, the members of the Commission shall elect from its membership a **CHAIRMAN** and a **VICE CHAIRMAN**.

The **CHAIRMAN** shall preside at all meetings; sign all official papers; call special meetings; prepare an annual budget; approve all payroll and vouchers.

The **VICE CHAIRMAN** shall perform the duties of the Chairman in his or her absence.

At this time nominations are accepted from Board Members for the position of **CHAIRMAN** of the Dover Recreation Commission for the current year 2013.

**NOMINATIONS FOR CHAIRMAN:**

\_\_\_\_\_ **MADE BY** \_\_\_\_\_

**SECONDED BY** \_\_\_\_\_

**ANY OTHER NOMINATIONS?** \_\_\_\_\_

**MOTION TO CLOSE NOMINATIONS:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**NOMINATIONS ARE HEREBY CLOSED.**

\_\_\_\_\_ **HAS BEEN NOMINATED CHAIRMAN FOR THE YEAR  
2013:**

**VOTES: Roll Call**

Ayes:  
Noes:

**CONGRATULATIONS CHAIRMAN** \_\_\_\_\_

At this time nominations are accepted from Board Members for the position of **VICE-CHAIRMAN** of the Dover Recreation Commission for the current year 2013:

**NOMINATIONS FOR VICE CHAIRMAN:**

\_\_\_\_\_ **MADE BY** \_\_\_\_\_ **SECONDED BY** \_\_\_\_\_

**ANY OTHER NOMINATIONS?** \_\_\_\_\_

**MOTION TO CLOSE NOMINATIONS** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**NOMINATIONS ARE HEREBY CLOSED.**

\_\_\_\_\_ **HAS BEEN NOMINATED FOR VICE -**  
**CHAIRMAN:**

**VOTES: Roll Call**

Ayes:  
Noes:

**CONGRATULATIONS VICE-CHAIRMAN** \_\_\_\_\_

**THE FINAL ELECTION RESULTS ARE** \_\_\_\_\_ **FOR**  
**CHAIRMAN** & \_\_\_\_\_ **FOR VICE CHAIRMAN.**

At this time the meeting will be turned over to the newly elected Chairman and we will return to the regular order of the meeting beginning with the Public Portion:

**PUBLIC PORTION**

**REGULAR ORDER OF MEETING**

- 1) Resolution: Designation of 2013 Recreation Commission Meeting Dates
- 2) Designation of 2013 Special Event Dates
- 3) Facility Use Applications
- 4) Committee Appointments made by Chairperson
- 5) Approval of December 2012 Minutes
- 6) Bills/Voucher list
- 7) Correspondence

**RESOLUTION OF THE TOWN OF DOVER**  
**BOARD OF RECREATION COMMISSION**  
**DESIGNATING MEETING DATES**  
**FOR THE YEAR 2013**

Town of Dover Board of Recreation Commissioners shall be held at 7:00pm at Dover Town Hall Court Room, **37 N. Sussex Street**, Dover, on the **SECOND THURSDAY** of each month as follows:

**February 14<sup>th</sup>**  
**March 14<sup>th</sup>**  
**April 11<sup>th</sup>**  
**May 9<sup>th</sup>**  
**June 13<sup>th</sup>**  
**July 11<sup>h</sup>**  
**August 8<sup>th</sup>**  
**September 12<sup>th</sup>**  
**October 10<sup>th</sup>**  
**November 14<sup>th</sup>**  
**December 12<sup>th</sup>**

**January 9, 2014 Reorganization Meeting**

ATTEST:

BOARD OF RECREATION COMMISSIONERS

\_\_\_\_\_  
Alice Gilbert, Secretary

By: \_\_\_\_\_  
Recreation Commission Chairman

DATED \_\_\_\_\_:

## **DESIGNATION OF DATES FOR SPECIAL EVENTS IN 2013**

**EASTER EGG HUNT AT JFK PARK**     **Saturday, March 23, 2013 @ 10:00am at JFK Park w  
Rain Location DHS Cafeteria same day.**

**SUMMER RECREATION PROGRAM**     Begins Monday, **JUNE 24, 2013** ends on Friday, **AUGUST  
9, 2013 – 7 WEEKS.**

**FIREWORKS/CONCERT: Wednesday , July 3, 2013 with Rain date on Friday July 5<sup>th</sup>**

**SENIOR CITIZENS DAY PICNIC: Thursday, September 5th with rain date of Friday,  
September 6, 2013**

### **HALLOWEEN EVENTS:**

**FUN RUN:** To be scheduled with Bruce Leister and School Athletic Director

### **COSTUME CONTEST & TRUNK OR TREAT:**

**at Crescent Field Parking Lot :**

**SATURDAY, OCTOBER 26, 2013,**

Rain date Sunday, October 27, 2013 at Crescent Field Parking Lot

Time to be determined – Discussed starting at 2:00pm

**TREE LIGHTING CEREMONY: First week of December** - usually Tuesday night – date must be coordinated with Dover Board of Education & Daniel Vasquez, Music Supervisor - may be changed by Commission to only have one choir or band present and shorten the program.-

## **USE OF FACILITY APPLICATIONS**

### **Board of Education Property**

- 1) Application for use of Dover High School Cafeteria on Saturday, March 23, 2013 from 9:00am to 12:00 noon for the Easter Egg Hunt, only in case of rain on March 23, 2013.

### **Town Property**

- 1) Junior Carmona of Back to Basics Baseball has applied for use of King Field for two weeks only - from Monday, July 1, 2013 to Friday, July 5, 2012 and Monday July 8, 2013 thru Friday, July 12, 2013 from 9am to 2pm for a fee of \$1250.00 for two weeks. The application is incomplete, waiting for insurance certificate.
- 2) Michele Vega, President of Dover Strikers Recreation Soccer has applied for use of Water Works Park Ball Field and Crescent field (Large and small fields) see attached dates and times beginning January 11th and ending July 5, 2012 for soccer practice and games.

## **COMMITTEE REPORTS**

- a. Senior Citizen Committee
- b. Sport Committees
- c. Monthly Maintenance Report/DPW

For Discussion:

1) Wrestling Program Proposal submitted by Sean Bullock, DHS Athletic Director and Coach Carl Boitz.

**2013 Committee Appointments**

**PERSONNEL:** \_\_\_\_\_ (Alternate) \_\_\_\_\_

**FINANCE:** \_\_\_\_\_ (Alternate) \_\_\_\_\_

**LONG RANGE**

**PLANS** \_\_\_\_\_ **Luis Acevedo, DPW Supt.**

**(Bowlby Pond, Soccer Flds., Feasibility Study WWP)** \_\_\_\_\_ (Alternate)

**MAINTENANCE:** \_\_\_\_\_ **Luis Acevedo, DPW Supt.**

**LIAISON TO BOARD OF EDUCATION** \_\_\_\_\_ (alternate) \_\_\_\_\_

**LIAISON TO DOVER RENAISSANCE** \_\_\_\_\_

**LIASON TO PROGRAMS: SOCCER** \_\_\_\_\_

**BASKETBALL** \_\_\_\_\_

**BASEBALL/SOFTBALL** \_\_\_\_\_

**FOOTBALL** \_\_\_\_\_

**WRESTLING** \_\_\_\_\_

**BOWLING** \_\_\_\_\_

**SUMMER PROGRAM** \_\_\_\_\_

\_\_\_\_\_  
(Alternate)

**MINUTES OF DECEMBER 13, 2012 – Any additions, deletions or corrections?**

**BILLS/VOUCHER LIST**

<b><u>P.O. #</u></b>	<b><u>Vendor</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
12-02715	Office Concepts	Office Supplies	\$243.44
12-02695	Christine Jaeger	Reimbursement Park fee - closed due to Storm damage	\$150.00
12-02624	TJ Sportwide	Football Trophies - 2011	\$460.80
12-02439	S&S Worldwide	Items for Christmas Events	\$404.35
		<b>Total</b>	<b>\$1258.59</b>

**Correspondence List**

**Received**

- 1) Copy of Thank you letter from Mayor Dodd to John Rich for efforts organizing Toys for Tots drive.
- 2) Copy of letter from Town Administrator William Close to the Baseball Tomorrow Fund regarding King Field Improvement Project.
- 3) Letter from Sean Bullock, DHS Athletic Director with attached proposal for Wrestling Program for 2013.