

**Macungie Memorial Park
Board Meeting Minutes
Tuesday, November 7, 2023
Page 1 of 3**

Call to Order: Kevin Wieder called the meeting to order. Advised the meeting is being recorded and the meeting would be for October and November due to scheduling issues.

Board Attendance: Kevin Wieder, Mike Carwell, Fred Wieder, Alan Printz, MaryKate Messler, and Donald Young in attendance. Not in attendance: Mike Delong, Liz Young, Barry Bloch.

Visitors: None

Review of Minutes: Fred Wieder made motion to approve minutes with specified changes. Alan Printz second. Motion approved.

Correspondence: None

Donations: The winner of the Volunteer party 50/50 drawing, Dave Shoemaker, donated \$100 of his half of the share of winnings bringing a total donation of \$250. Charles and Jackie Schnell donated \$50 and Lehigh Valley Kennel Club donated \$200 as part of their annual donation. Wheels of Time donated \$1,500 specifically for the repair of the Stichter Pavilion and \$23.97 came in online for Lumber Street. The Wheels of Time donation buckets brought in \$762 and were put into the Lumber Street fund, along with another \$266 from donation buckets at the refreshment stand. Four new trees were donated and planted this month. Volunteer, Phil Hartranft, provided over 100 hours of time cutting the grass on the Lehigh Street field and Blue fields. Karen Shade donated a refrigerator to the Association, which was used to replace the non-working one in the basement. Amy Hillegass recently received notice that \$57,475 will be coming from an insurance policy from Barbara Ritter's estate. Barbara and her family were longtime volunteers at the Park.

Building and Grounds Technician: Dave Early is still working on the water meter replacement on Walnut Street. Winterizing has been completed for the pool, pump room, and bathrooms. Dave is also working on the outdoor bathrooms and has been making a list of repairs needed. The dog clubs have reimbursed the Association for one load of topsoil due to ruts near the information booth, and the Association purchased a second load of topsoil to put down where needed. Dave has been working on the spouts to divert water away from the walls. Amy Hillegass received two quotes for the replacement of two heating units which no longer work, The heating in the basement still works. Amy provided the board with quotes from Dual Temp and Comfort Generation. Discussion regarding the heating units and the quotes received for their replacement. Amy rented a temporary heating unit which costs \$1,700 per week, which will be used as needed. Discussion regarding how soon each company can replace the heating units. Dual Temp will upgrade the upstairs unit to a better Reznor Unit which would be more efficient and should last longer. Amy will look into whether the rental unit will be covered under Insurance. Donald Young made motion to accept quote from Dual Temp for the replacement of the heating units. Kevin Wieder second. Mike Carwell abstained. Motion approved.

Treasurer Report: Amy Hillegass provided the Board with account balances. Amy provided \$50,000 from the Paycheck Protection Plan account to Robert and Carolyn Young to pay off their portion of the Lumber Street loan. The remaining \$4,102 left in the Paycheck Protection Plan account, along with \$47,344 from the Lumber Street account was paid to Donald and Debbie Young. The current balance of the loan to Donald and Debbie is

**Macungie Memorial Park
Board Meeting Minutes
Tuesday, November 7, 2023
Page 2 of 3**

\$47,753.38. The accounts at New Tripoli Bank are being adjusted so Lisa Radcliff can have online access. Amy has been in communication with Molinari Oswald regarding the completion of the 990 for 2022. Amy provided information from last month but Ron Karboski had made some adjustments and changes. Amy provided Molinari Oswald Ron's information so they can communicate with each other regarding what is still needed. Ron Karboski has still not been removed from online access to the New Tripoli Accounts. Amy will start paperwork in order to have him removed from online access. Margaret Young deposited \$967.50 from the Halloween Festival held on Saturday. Discussion regarding the date for the Halloween Festival and Parade for 2024. Kevin Wieder discussed the need to address the remaining amount due to Donald and Debbie Young at the December Board meeting.

Fescht Report: A total of \$66,861.88 was transferred from the Fescht account at Embassy Bank to the savings account at New Tripoli Bank. The Embassy Bank Fescht account currently has \$9,838. Amy Hillegass is working on getting the registration form revised for 2024. Ontelaunee Car Club distributes the 2024 flea market and vehicle registration forms to its members. OCC is soliciting for sponsors to cover expenses for the feature vehicle tents. 134 vehicles and 170 flea market spots are currently registered for 2024.

Pool Report: Alice Welsh not in attendance to give report due to scheduling issue. Amy Hillegass will follow up with Dave Woods regarding a quote for the pool cover discussed in last month's meeting. Kevin Wieder contacted Alice regarding setting up a meeting with Lisa Radcliff to discuss bookkeeping for the pool. Kevin expressed the need to get all bookkeeping and Quickbooks set up with the main Association before work is started on bookkeeping for the Pool.

Manager's Report: The zoning hearing for Tyler Pipeline has been rescheduled for January. Installation has been completed for the security camera. It was placed on the creek side of the Maintenance building. Amy Hillegass has access to the camera and what it is recording. Discussion regarding the camera's view and how much area it covers. The camera provides a wide scope of view. Discussed other areas where a camera may be useful. The insurance claim from the power pole incident is below our deductible and the claim has been closed. Amy has not received an invoice for the repair of the power poles to date. Discussion regarding issues with other power poles and putting underground lines in order to prevent future issues. Amy will start doing research on the gas suppliers and whether there are better prices out there. Discussion regarding capital projects and whether it is feasible to work on any capital projects in 2024. Capital projects being new installs, new items, and new things. There are many things in need of repair which should be handled prior to any capital projects.

Old Business: Discussion regarding the Stichter Pavilion and what is being done to get the pavilion braced for winter. Rick, from Wheels of Time had individuals meet and come look at the pavilion and he will come take another look when he is available. Fred Wieder will oversee the repairs to the pavilion. Discussion regarding looking at all pavilions to see what repairs and improvements are needed.

New Business: Board of Director Nominations are needed for terms that expire 12/31/2023, for MaryKate Messler, Kevin Wieder, and Donald Young. The terms would be for three years. Mike Carwell made motion for MaryKate Messler, Kevin Wieder, and Donald Young to be nominated for another three years. Fred Wieder second. Motion approved. MaryKate Messler, Kevin Wieder, and Donald Young have been nominated to another three year term on the Board of Directors for Macungie Memorial Park Association. Elections to verify will be

**Macungie Memorial Park
Board Meeting Minutes
Tuesday, November 7, 2023
Page 3 of 3**

held at the December meeting. Discussion regarding changing the date for the December meeting to December 12. Due to a Christmas Party happening in Memorial Hall basement on the 12th the Board will have the meeting at another location to be determined. The Board will need to vote on nominations for the Director positions at the December meeting. The Board requested Amy Hillegass present an initial spreadsheet regarding the 2024 budget during the December meeting. Amy has been in discussions with Donna Coco regarding taking on some additional work with keeping inventory and spreadsheets for shows. Donna works well with Norm and Amy would like them to work together to keep inventory and for Donna to start taking on more office duties.

Meeting Adjourned.

Next meeting is scheduled for Tuesday December 12, 2023