

**DOVER RECREATION COMMISSION
RE-ORGANIZATION MEETING
THURSDAY – JANUARY 13, 2011 – 7PM**

**** AGENDA ** Draft**

CALL TO ORDER: by 2010 Chairman Victor Rodriguez.

PLEDGE OF ALLEGIANCE

OATH OF OFFICE - Peter Gori to be sworn in

ROLL CALL

ELECTION OF OFFICERS

ELECTION OF OFFICERS:

Recreation Office secretary Alice Gilbert will accept nominations as follows:

2011 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 2011.

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
2011:**

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 2011:

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 2011 Recreation Commission Meeting Dates
- 2) Designation of 2011 Special Event Dates
- 3) Resolution designating sponsored sport groups, events & programs for 2011.
- 4) Resolution: 2011 Fee Schedule
- 5) Committee Appointments made by Chairperson
- 6) Approval of December 2010 Minutes
- 7) Bills/Voucher list
- 8) Correspondence

USE OF FACILITY APPLICATIONS

Board of Education Property

Town Property

COMMITTEE REPORTS

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

For Discussion:

- 1) Summer Recreation Program - Review fees & determine sign up dates

Adjournment

**RESOLUTION OF THE TOWN OF DOVER
BOARD OF RECREATION COMMISSION
DESIGNATING MEETING DATES
FOR THE YEAR 2011**

BE IT RESOLVED that the regular public meetings of the 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 with the exception of **February 17th** (meeting will be held on third Thursday).

**February 17th
March 10th
April 14th
May 12th
June 9th
July 14th
August 11th
September 8th
October 13th
November 10^h
December 8th
January 12, 2012 Reorganization Meeting**

ATTEST:

BOARD OF RECREATION COMMISSIONERS

Alice Gilbert, Secretary

by:

Victor Rodriguez, Chairman

DATED:

DESIGNATION OF DATES FOR SPECIAL EVENTS IN 2011

EASTER EGG HUNT AT JFK PARK **Saturday, April 16, 2011 @ 10:00am**
Rain Date Sunday, April 17, 2011 @ 2:00pm

FIREWORKS/CONCERT: **Sunday, July 3, 2010 Rain date Friday July 8, 2011**

SENIOR CITIZENS DAY PICNIC: **Thursday, September 8th with rain date of Friday,**
September 9th, 2011

HALLOWEEN EVENTS:

FUN RUN **To be scheduled with Bruce Leister**

COSTUME CONTEST:

at JFK PARK : **Friday, October 28, 2011 at 6:30pm with rain date of Saturday,**
October 29th @ 2:00pm w/ second rain date of Sunday, October 30th @ 2:00pm

TREE LIGHTING CEREMONY: December 5th 6th or 7th to be

coordinated with Dover Board of Education & Jeanine Hilfiger, Music Supervisor

SANTA LETTER CONTEST: November 21, 2011 thru December 8, 2010 - letters to be picked up at schools on Wednesday, December 7, 2011 at 1:00pm. Delivery of presents on Thursday, December 15th with rain/snow date of Friday, December 16th.

**RESOLUTION
OF THE BOARD OF RECREATION COMMISSIONERS
OF THE TOWN OF DOVER**

WHEREAS, the Board of Recreation Commissioners of the Town of Dover are vested with the responsibility of maintaining public parks and playgrounds and governing the games and events conducted thereon; and

WHEREAS, as part of their mission, the Board of Recreation Commissioners sponsor various youth sporting groups, youth programs, contests and displays; and

WHEREAS, part of the programs, events and organizations sponsored by the Board of Recreation Commissioners are as follows:

Events:

- 1) Halloween Costume Contest & Halloween Fun Run
- 2) Holiday Tree Lighting & Santa Letter Writing Contest
- 3) Easter Egg Hunt
- 4) Summer Recreation Program
- 5) Fireworks July 3rd Celebration
- 6) Dover Renaissance Concert Series
- 7) Senior Picnic & Senior Recreation Program

Sports:

- 1) Dover Recreation Football & Cheerleading
- 2) Dover Recreation Wrestling
- 3) Dover Recreation Basketball
- 4) Dover Little League Baseball & Softball
- 5) Dover Recreation Spring Track
- 6) Dover Little League Fall Traveling Baseball
- 7) Dover Recreation Spring & Fall Soccer
- 8) Dover Traveling Spring & Fall Soccer

WHEREAS, sponsorship of the above youth sporting groups, programs and events include insurance coverage through the Board of Recreation Commissioners; and

WHEREAS, these sponsorships are necessary to fulfill the mission of the Board of Recreation Commissioners in providing recreation, entertainment and educational programs to the Dover Community;

NOW, THEREFORE, BE IT RESOLVED by the Board of Recreation Commissioners of the Town of Dover as follows:

1. The above listed youth sports groups, recreation groups, programs and events are hereby deemed to be under the sponsorship of the Board of Recreation Commissioners.

2. The above youth sports groups, programs and events are hereby authorized to be covered by the insurance of the Board of Recreation Commissioners of the Town of Dover as part of their programming.

ATTEST:

BOARD OF RECREATION COMMISSIONERS

Alice Gilbert, Secretary

by: _____
Victor Rodriguez, Chairman

DATED:

TOWN OF DOVER
RECREATION COMMISSION
2011 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) _____

**BILLS/VOUCHER LIST
JANUARY 2011**

<u>P.O. #</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
10-02751	William J. Isselin	Reimbursement Sr. Picnic	\$65.23
10-02709	Alice Gilbert	Reimbursement Christmas Events	\$27.00
10-02603	CMF Business Supplies	Printer Cartridges	\$ 216.48
		Total	\$308.71

Correspondence List

Received

- 1) Email from Marge Verga, Municipal Clerk advising of appointment of Peter Cori and committee members Blackman (Chair) , Romaine & Delaney.
- 2) Email from Mike Hantson, Town Engineer regarding problem with Outlook email program.

Sent

- 1) Email to Mr. Close regarding status of Discover Dover Day permit application.
- 2) Emails to Chairman Rodriguez regarding facility use applications, Resolutions for meeting, agenda & minutes.