

**Westtown Township
Parks & Recreation Commission Meeting
Oakbourne Mansion, 1014 S. Concord Road, Westtown
Tuesday, July 18, 2023**

In attendance: Commissioners – Jennifer Jacobs, Susan Alloway, Isaac Thomas, Ken Leidheiser, and Carrie Stare; Parks Coordinator Pam Coleman.

I. Call to Order

Jen called the meeting to order at 7:08 PM.

II. Approval of Minutes

The May 16, 2023 minutes were approved, with Sue and Isaac abstaining, as they were not present at that meeting. The June 20, 2023 meeting minutes were approved, with Jen abstaining, as she was not present at the June meeting.

III. Old Business

A. 2023 Slate of Events

i. Photo Contest

Isaac reported that we have eight entries so far. Pam will send additional listserv emails over the next two weeks. All agreed to eliminate the requirement that entries were taken in 2023. The P&R team will narrow the field to ten entries and then open voting to the public through PollUnit.

ii. Movie Night – August 24

We will feature *Ferris Bueller's Day Off*. Sue and Carrie said they will attend. Pam confirmed that the movie vendor can display a slideshow or static flyer while waiting for it to get dark enough to start the movie.

iii. Summer Concert – September 13

The West Chester Community Band will perform on Wednesday, September 13 (rain date Sept. 14). We will create a display of the ten Photo Contest finalists and have a QR code to encourage movie attendees to vote.

iv. Westtown Day – Sunday, October 8

Plans are coming along. Pam continues to work on getting vendors and sponsors.

v. Winter Lights Contest

The group determined that Friday, December 15 is the most viable date to hold a drive-thru at the mansion. The group discussed ways to get cars through the line for hot chocolate and goodies more efficiently.

IV. New Business

There was none.

V. Public Comment

There was none.

VI. Adjournment

The meeting adjourned at 8:01 PM. (IT/CS)

DRAFT