

**FRIENDS OF PASSAIC COUNTY PARKS, INC.**  
**February 11, 2019 Meeting**

**MEETING MINUTES**

**Members present :**

1. County Administrator Designee: Matthew P. Jordan, Esq.
2. Director of Parks and Recreation Designee: Greg Moore
3. Director of Cultural and Historic Affairs Kelly Ruffel
4. Kelly Pascrell
5. Jamie Dykes
6. Vice-Chairman George Silva
7. Chairwoman Alice Szepietowski

**Members Absent :**

1. Freeholder John W. Bartlett
2. Robert Spiotti

A roll call brought the meeting to order at 6:05 PM.

The announcement of the Open Public Meetings Act was made by Jordan.

A motion was made by Silva and seconded by Dykes to open the public portion of the meeting.

Motion passed unanimously.

No members of the public were present.

A motion was made by Dykes and seconded by Silva to close the public portion of the meeting.

Motion passed unanimously.

A motion was made by Jordan and seconded by Silva to approve the January 14, 2019 Meeting Minutes.

Motion passed unanimously.

Included within the agenda packet was a quote from General Recreation, Inc. for fitness equipment to be located at Camp Hope in West Milford. Jordan, referred Trustees to the correspondence

that included an email from the Horizon Foundation confirming that the reallocation of the funds was approved.

Under Committee Reports, the following was discussed:

Dey Mansion Wine and Cheese Fundraiser. Ruffel presented a budget that is in line with what has been spent the last two (2) years. Historically, this event has raised enough money to cover its costs, as well as additional profit.

A motion was made by Silva and seconded by Jordan to approve the 2019 Dey Mansion Wine and Cheese Fundraiser Budget

Motion approved unanimously.

Passaic County Fair. Ruffel and Jordan presented the 2019 Sponsorship Levels, Vendor Fees, and Logo for the 2019 Fair. A brief discussion ensued.

A motion was made by Silva and seconded by Pascrell to approve the 2019 Passaic County Fair Sponsorship Levels, Vendor Fees, and Logo.

Motion passed unanimously.

Under the Treasurer's Report, Jordan gave a brief overview of the bank accounts. Ruffel reminded the Board of the funds received last year for the "Escape Room" event held last year at the Dey Mansion. The funds were being held by the FOPCP until the Friends of Dey Mansion, Inc. bank account was set-up.

A motion to transfer four hundred and forty five dollars (\$445.00) representing the revenues from the escape room event at the Dey Mansion to the newly incorporated Friends of Dey Mansion, Inc. was made by Dykes and seconded by Jordan.

Motion passed unanimously.

Jordan informed the Board that the Freeholder Finance and Administration Committee voted to recommend appointing Daryl Walton to the Friends of Passaic County Parks, Inc. Board of Trustees as a member, which will be voted on by the Freeholder Board on February 12, 2019. Walton is a Chief with the Passaic County Sheriff's Department, a Paterson resident, and as of the last two (2) years, has been leading security efforts at the Passaic County Fair and other events in the Passaic County Park System.

The Shakespeare in the Park Budget was presented by Ruffel. All shows will take place in Weasel Brook Park, near or inside the recently restored Westervelt-Vanderhoef House.

A motion was made by Silva and seconded by Moore to approve the 2019 Shakespeare in the Park Budget.

Motion passed unanimously.

The Board held a discussion about retaining the New Jersey Symphony Orchestra for one concert in the summer at Goffle Brook Park, in lieu of a full summer concert series. The budget for this type of an event thirty three thousand four hundred dollars (\$33,400.00). The Board agreed that this was a lot of money, and wanted to table the discussion until the next meeting.

Ruffel presented the 2019 Tuesday's in the Plaza budget, which is being funded by a grant the FOPCP secured last year. A motion was made by Silva and seconded by Moore to approve the 2019 Tuesday's in the Plaza Budget.

Motion passed unanimously.

Jordan included a story from the *City Lab* about a passport program developed by the United States Lighthouse Society. In sum, the USLS developed a booklet with designated spaces for patrons to get a stamp when visiting. The passport is similar to a program run by the National Parks. Jordan asked the Trustees to read the article, and consider whether we wanted to explore developing one for the Passaic County Park System.

A motion was made by Pascrell and seconded by Moore to adjourn the meeting.

Meeting adjourned at 6:36 PM.

/ s /            Matthew P. Jordan, Esq.  
                         Secretary-Treasurer