

**FRIENDS OF PASSAIC COUNTY PARKS, INC.
July 25, 2016 Meeting**

MEETING MINUTES

Members present:

1. County Administrator Designee: Matthew P. Jordan, Esq.
2. Director of Parks Designee Jan Northrop
3. Jamie Dykes
4. George Silva
5. Freeholder Director Theodore "TJ" Best
6. Vice Chairwoman Alice Szepietowski
7. Chairwoman Meaghan Tuohey, Esq.

Members Absent:

1. Robert Spiotti, Esq.
2. Kelly Pascrell
3. Jeffrey Buonforte

A roll call brought the meeting to order at 4:13 PM.

A motion was made by Vice-Chairwoman Szepietowski and seconded by Trustee Dykes to approve the minutes of the June 13, 2016 meeting.

Motion passed unanimously.

Secretary-Treasurer Jordan discussed the progress of the WPA poster design. Four are finished, with work ongoing for the other five. The Board approved of four final designs, including the Lambert Tower, Lambert Castle, Historic Court House, and Dey Mansion. The preliminary plan was to have posters ready for sale at the Passaic County Fair.

A motion was made by Trustee Northrop and seconded by Trustee Dykes to authorize an initial payment to the artist Bill Opper for half of the agreed upon fee for the poster design.

Motion passed unanimously.

The Passaic County Fair was discussed. A schedule is going to be distributed to staff the table at the Fair by Trustees. Secretary-Treasurer Jordan distributed an updated sponsorship work sheet.

Secretary-Treasurer Jordan distributed an ATM agreement for the Fair, which included a 10% per surcharge transaction payable to the non-profit. A motion was made by Trustee Silva and seconded by Trustee Northrop to authorize execution of the Agreement.

Motion passed unanimously.

The NEA Our Town grant application was discussed. Secretary-Treasurer will keep the Board informed about the application from the non-profit.

A motion was made by Trustee Silva and seconded by Trustee Dykes to adjourn the meeting at 4:40 PM.

Motion passed unanimously.

The next meeting is scheduled for **August 8th at 4:00 PM.**