

**WYCKOFF DEPARTMENT OF PARKS AND RECREATION BOARD
REGULAR MEETING
May 16, 2016**

Doug Arone opened the Recreation Board Meeting at 7:30 p.m. in the Courtroom of Town Hall at 340 Franklin Avenue with the reading of the Open Public Meetings Act. "This Regular meeting of the Wyckoff Department of Parks and Recreation Board is now in session. In accordance with the Open Public Meetings Act, notice of this meeting has been posted on the bulletin board in the Memorial Town Hall and the Recreation Office; a copy has been filed with the Township Clerk, *The Ridgewood News*, *The Record*, and *The North Jersey Herald and News*, all papers with general circulation throughout the Township of Wyckoff." At least 48 hours prior to this meeting the agenda was similarly posted, filed and mailed to said newspapers.

Members Present: Heather Alnor, Doug Arone, Chris Beane, Rich Sica, Rob Lahue, Hayley Rooney

Members Absent: Tom Valente, Moe Ismael, Sue Buchanan, Jeff Eischen, Ed Pettit

Staff Present: Recreation Director Andy Wingfield, Township Committee Liaison to Recreation Board Brian Scanlan

Guests Present: Ron & Drew Cochran

Drew Cochran, an 11 year old from town, and his father Ron, were welcomed to the meeting. Drew was in attendance to observe a meeting for a school project.

The minutes of the April 18, 2016 meeting were discussed. A motion to approve the minutes of that meeting was made by Rob Lahue and seconded by Chris Beane. The motion was carried.

Recreation Director's Report:

Final Versions of Code of Conduct, Code of Conduct Committee Procedure, and Zero Tolerance Policy:

The Director presented the final versions of the above Policies and Procedures to the Board and advised that these were being submitted to the Township Committee for final approval. The Director explained that these updates are positive changes for the Recreation Department as they more clearly define and explain proper conduct for the Township's coaches, parents, and participants and that there are consequences for negative actions. To review, the Code of Conduct has been updated to include a Parent section, includes the various attendance policies for our recreation programs, and includes a Zero Tolerance section regarding bullying, intimidation, and harassment. The revised Code of Conduct is located in the online registration system and is required to be viewed by coaches and parents prior to registering for any program. The Code of Conduct Committee Procedure was established and memorialized so that the current and future Code of Conduct Committee has a set of rules to abide by when investigating a potential breach of the Code. And finally, a Zero Tolerance policy was established for the Recreation Department for participants, parents, and coaches. The Board agreed unanimously that these new policies and procedures are improvements over what was in place previously.

The Director concluded this portion of the meeting by explaining that one final step must be taken to complete this improvement. A policy must be developed regarding the training of Township volunteer coaches. The Director advised that there are many tools available to our coaches and it is incumbent on the Department to expose our coaches to these tools to better the experience of all of our participants. Training can include teaching of specific drills and exercises for each sport, training of policies and procedures within the Township that must be adhered to, new and innovative ways of coaching to make the specific activities more fun for the participants, and training on positive coaching that will make practices and games free of insults, ridicule, or embarrassment toward the participants, opponents, and officials. The Director asked for volunteers to assist in the development of the policy and research into valuable tools that could be used by the Department including books, manuals, websites, etc. Rich Sica volunteered to assist the Director in this initiative.

Travel Baseball & Softball Parent Informational Meeting Held:

The Director advised the Board that he conducted a Travel Baseball & Softball informational meeting for parents at the Wyckoff Library on May 5th, 2016. The meeting was very well attended by well over 100 parents. The Director reviewed the Rules, Policies, and Procedures for travel sports including the mandatory attendance rules and playing time requirements. Additionally, he reviewed the Code of Conduct in depth with the parents and gave examples of proper and improper behavior towards their children, their children's coaches, their teams' opponents, and the game officials. Feedback from parents that attended the meeting, including some Recreation Board members, was extremely positive. The Director advised the Board the purpose of this meeting was to set parents' expectations regarding playing time, attendance policies, and proper conduct during the travel season.

Facility Use Request Reviews/Approvals:

The Director requested the Board review the following field use applications, based on the Township's procedure of involving the Recreation Board in the approval process for field rental after a review of the paperwork by the Recreation Director and Township Administrator. Five applications were discussed by the Board and approved for use/rental. The applications at this meeting included the following:

1. NJ Cardinals Baseball – this is a local baseball organization consisting of several Wyckoff residents requesting the use of Wyckoff Memorial Baseball Field at 340 Franklin Avenue for the purpose of conducting summer baseball games. The estimated revenue from this facility rental would be \$500-\$1000. They are requesting 5 dates for now which do not conflict with any of our programming.

The Director advised the Board that that his review with the Township Administrator of the applications, Hold Harmless and Indemnification Agreements, and Certificates of Insurance for all of the requests determined the applications to be in order.

The Recreation Board unanimously approved all of the above applications after a motion to approve them was made by Chris Beane and seconded by Rich Sica.

Football Update:

The Director reported that the program has decided to change the game jerseys for the 2016 season to the ongoing concerns from parents that they can't see the numbers on the jerseys during night games. The Director advised that the Wyckoff Football Boosters Association has agreed that the change is necessary and a new jersey has been designed for the 2016 season. The hope is that this jersey which has a more traditional look will last for years to come so that parents don't have to continue buying jerseys every year. The entire program is scheduled to be sized for the new jersey on May 18th after which the jerseys will be ordered so they are received in plenty of time for the start of the season.

The NBJFL has announced the game schedule for the 2016 season. As anticipated, with the three new town programs joining the league, Wyckoff will play 7 different opponents this upcoming season which is a major improvement over playing several teams more than once during the last few seasons. The Director advised that he will not communicate this game schedule with the parents until the season draws closer as there is always a chance for change to the schedule before the season starts.

Open Comment Period:

No comment.

Report from Board Members:

Rich Sica brought up the topic of arm safety for our recreation and travel pitchers and mentioned that two residents in town would be willing to present arm safety training to our coaches. The Board was unanimous in its approval of this sort of training and asked Rich to continue the conversation with the two residents. The residents are Dr. David Konigsberg and Steve Hayward. Dr. Konigsberg is a pediatric orthopedic surgeon who also volunteer coaches in town. Steve Hayward works for Professional Baseball Instruction and gives training on this subject to area coaches. Rich will report back to the Board next month.

New or Old Business:

None.

The meeting was adjourned at 8:20pm.

Respectfully submitted,
Andy Wingfield
Director, Wyckoff Parks & Recreation