



## WILLISTOWN TOWNSHIP PARKS AND RECREATION

DRAFT MINUTES 1-18-2022 7 PM

MEETING LOCATION: COXE MEMORIAL CAMPUS, 688 SUGARTOWN ROAD, MALVERN, PA 19355

Members: Brad DeHart, Ken Lehr, Bernadette Downey, Denise VanValkenburgh, Bob Kacergis, Grace Frain, Bill Unrath. Staff Liaison: Mary Hundt, Parks & Recreation Director

### Administration

#### New Business

2022 Reorganizational Meeting: Appointment of Board Chair, Vice Chair, Secretary  
Ken motioned to approve the slate of Brad as Chair, Bernadette as Vice Chair, and Mary as Recording Secretary; Denise seconded. All were in favor.

#### November 2021 Minutes for Approval

Bob motioned; Brad seconded. Bill and Bernadette abstained, as they were not present. All were in favor.

#### Board Meeting Virtual/Live Simulcast Discussion

Mary explained that the Board needed to have 4 members (a quorum) present in person in the Administration Building but could offer virtual meeting capacity for other members of the Board and members of the public by registration. She asked the Board if they wanted to offer virtual meetings and they in favor.

### Planning

#### Old Business

##### Comp Plan Update

Mary reported that she was completing her comments of Chapters 1 and 2 would be submitting them to the Township planner this week.

##### Potential Parkland Acquisition Update

Mary reported that settlement had occurred for Kirkwood III, a 12+ acre addition to the preserve funded in part by Willistown Township's Open Space Fund.

### Program Management

#### Old Business

Potential Dog Park: Mary reported that the group requested to attend the February Board meeting with their proposed project follow up.

#### New Business

Mary reviewed the 2022 Event Calendar to date.

#### Willistown Historic Bus Tour Approval for Recommendation to Board of Supervisors

Mary reported her coordination with Bart VanValkenburgh, Historic Commission member, on the bus tour which had been postponed each year since the onset of the pandemic in 2020. She discussed the role of the Parks & Recreation Board and Department in the event. Brad motioned; Ken seconded. All were in favor.

### Old Business

None

### New Business

None

### Public Comment

None

### Adjournment

Bernadette motioned; Brad seconded. All were in favor.

Next Meeting: The third Tuesday of the month at 7PM at the Coxe Memorial Campus, 688 Sugartown Road, Malvern. Please enter through the back door. All meetings are open to the public.