

**BOROUGH OF MOUNTAIN LAKES RECREATION COMMISSION**  
**Monthly Meeting Minutes – Quick Notes**  
Minutes for February 20, 2024 at 7:30 PM - Zoom

**1. Call to Order**

A monthly meeting of Borough of Mountain Lakes Recreation Commission was held on February 20, 2024 on Zoom teleconference. It began at 7:30 PM and was presided over by chairperson David Keyt, with Derek Jackson as secretary.

**2. Attendees**

Voting Members in attendance: James Aitken, Heather Hornyak, Derek Jackson, David Keyt, Shaun Lehrer, Rob Wianecki

Non-voting Members in attendance: Laurie Stepper (Recreation Director), Melissa Muilenburg (Council Liaison)

Guests in attendance: None

Members not in attendance: Phyllis Deering, Lauren McIntyre (Board of Education Liaison), Mark Odenwelder, Tish Scarola

**3. Approval of Minutes**

A motion to approve the minutes of the previous meeting on January 16, 2023 was made by David and seconded by James.

**4. Report of the Recreation Director**

Report was presented by Laurie Stepper.

- Continue to meet with community members who are involved with various programs and events.
  - Jeff Gresack, Tri-Town Youth Flag Rugby Director (this Friday)
  - Danielle Cabana, Summer Recreation Camp Director – initial planning meeting to discuss hiring and timelines
  - Vicki Allison, Beach Director – initial planning meeting to discuss hiring and timelines
  - Ranjan Bose, Jr Track and Clinic Head Coach – discussed specific facility use dates and needs for program
- Ski Club wrapped up with their 6<sup>th</sup> trip on Thurs, Feb 15, which was rescheduled due to the Feb 13 snowstorm.
- Jr Laker Wrestling Banquet is scheduled for Fri, Mar 15.
- Fireworks are confirmed for Tues, July 2 at 9pm
- Ordered the beach tags and guest passes. We will be using adult and child tags, different colors, instead of writing A and C on each tag. This will be easier for lifeguards to check badges. Also, I've created a durable, waterproof guest pass that will be hole punched instead of using photocopied card stock.
- Track registration opened and as of today there are 45 in Clinic Track and 18 in Jr Track.
- Submitted coaches list to HUB Lakes, there are gaps in a few sports – Dive, Swim, Table Tennis, Horseshoes, and Bowling

- Updated Summer Employment Application and posted it to Borough website, social media, and in the weekly eblast.
- Updated the process for Borough facility requests to combine the Hold Harmless and Permit into one document that is electronically signed.
- Trout Derby details – possibly stocking bass in 2025. I will be attending Trout Derby Committee and Lakes Management Advisory Committee meetings in March to discuss further.
- Creating a sponsorship program to offset cost of community events.
- Booking bands for summer concert series. So far, The Tourne (formerly The Tourne Boys) are booked.
- Keyless locks for beach bathrooms – I’m looking into installing programmable keyless locks to the beach bathrooms to eliminate the need to pick-up keys at Borough Hall. Each rental will receive a code to open the bathrooms and will be changed for each rental.
- Planning “100-year celebration as a municipality” events.
- Sailing Summer Program – Holly Daniel has stepped down from the board. I need to establish a new contact for consistency for summer sailing program.
  
- Upcoming Events
  - Rack and Ring renewal – Mar 1 – new renewal process
  - Summer Program Registration opens Mar 5 at 9am
  - Egg Hunt at Midvale – Mar 24 at 1pm
  - Trout Derby – Fri, Apr 19 at 4pm for stocking; Sat, Apr 20 at 8am is the derby
  
- Monthly Meetings
  - HUB Lakes
  - DPW Subcommittee
  
- Ongoing tasks
  - Manage facility request from residents.
  - Oversee and support sports programs with school facility requests and supply purchase, if needed.
  - Weekly eblast
  - Social Media posts
  - Update the Borough website (still learning)
  
- Administrative Tasks
  - Created new Organization Charts for the Borough and by Department
  - Working on the fob system for Borough Hall
  - Safety Committee meeting prep for Mar 14

## **5. Old Business**

- Racks and Rings - The previously discussed changes to the rack and ring registration should be formalized in writing, agreed upon, and operationally implemented well in advance of the season (i.e. Fall)

## **6. New Business**

- Lake Races- historically races were scheduled over the 4<sup>th</sup> of July weekend and hosted by the Mountain Lakes Club. They did not happen in 2023. Consensus is to restart the event and heavily publicize it to drive participation. The races could potentially move to mid/late July and not be hosted at the club. This would potentially encourage more “non-club members” to participate in the event. A decision will to be made by April Recreation meeting to ensure enough advance planning.

## **7. Announcements**

Next meeting March 19, 2024

## **8. Adjournment**

David moved that the meeting be adjourned. Derek seconded the motion. The motion passed at 8:25 PM.