



*Friends of
Twinsburg Parks*
Meeting Minutes

February 19, 2018
7:00 p.m. – 8:00 p.m.

Committee Meeting

Meeting Facilitator: Debbie Peltz

Board Attendees: Rich Swerbinsky, Chris Shaffer, David Kleinman, Sue Vasiliauskas, JoAnn McFearin

I. Approval of minutes from last meeting – *approved by Board 2/19/18*

II. Open items

501c-3 Status Update

- Confirmed \$275 to submit 501(c)(3)
 - Submitted invoice to city for donation payment, once received completed application will be submitted – *Derek to check status*
- Opened P.O. Box 671 and Huntington Bank account – received checks and debit card for deposits

Membership Drive

- Continued focus on raising Committee awareness and increasing membership

Communication Plan

- Website and email address / Facebook
 - Need to add disclaimer for online registration – **Rich to follow up**
 - Add Meeting Minutes to website monthly go forward – **Rich to post**
- Media Follow Up
 - Press release completed and submitted – **Need to post link to Social Media Pages**
 - Jo-Ann to follow up on options for City programming – interviews / Press releases? Cable 9? - **Update**
 - Peltz presented brief update to City Council 1/9/18 – future state formal presentation to be developed for City Council
 - Peltz to follow up with Derek to get contact info for Laura at Senior Center – provide update to group at upcoming event?

III. New business

Additional Board Members:

- Nora Suder-Riley – **Board approved 2/19/18**
- Open / Sue Davis – *vote to be held next monthly meeting*
- Open / Andrew Stewart – *vote to be held next monthly meeting*
- Open / Tom Lilly – *vote to be held next monthly meeting*

Sub-committees – VOLUNTEERS NEEDED FOR EACH:

Earth Day Sponsorship

- \$125 – Donation for string quartet
- 4/20 @ City Hall – 7 to 9pm
 - Need table cover – branded? **Mayor Yates to see if poster / signage can be made (Deb forwarded logo)**
 - Need membership forms / receipts printed
- Table for membership drive at Liberty Nature Center 4/21/18 from 12-4pm/ Deb Peltz to volunteer; **2-3 more volunteers needed – advise if interested and able!**



Friends of Twinsburg Parks

- Use same table / branding
- Need t-shirts to sell – need to review pricing and decide further (See fundraising below)
- Need membership forms / receipts printed
- TBL to provide 3 sided tent to borrow / **Jim Porach**

Celebrity Bartending – Rush Hour

- Sign-Up / Volunteers – Peltz, Rich, Dave, Sue, Nora, Chris, Dakota Williams and Brian Hoyle – JoAnn McFearin and Michelle Whittington to sell 50/50 raffle tickets (other volunteers to rotate?) – **Anyone else able to volunteer?**
- Raffle – Liquor Basket
 - **Need liquor donations – Deb Peltz to collect at 9778 Parkland Drive (back porch)**
- Jell-O shots – Deb Peltz to make blue / Lisa Webb to make green and sell for \$1 each (200)
 - **Vodka / Rum donations welcome!**
- Specialty Drinks = (names provided to Melissa Mertes & Rush Hour) **“Sled Hill Swill”, “Glenmeadow Breeze”, “Liberty Long Island”, “Mud Trail Mudslide”, “Old Hickory”**

Fundraising / Ongoing Membership Drive:

- T-shirts (fundraising) – Dry fit / Cotton
 - Peltz meet with Sue Nock @ RDP Monday 2/19 and confirmed reduced fees for bulk purchase (can mix shirt types – dry fit vs cotton). *Peltz also getting quote from Prestige Printed Products – shirts / pens / brochures*
 - 49-72 = \$12 dry fit / \$7.50 cotton t-shirt
 - 73-120 = \$11.25 / 6.95
 - 121-180 = \$10.50 / 6.35
 - 181-288 = \$10.25 / 5.85
 - Grants – Summit County / State?
 - *Jo-Ann to research further*

Social Media

- Facebook / Community Pages (Talk, Roundtable, Pulse, etc.) – Rich to post links to press release / **Need volunteers to take ownership of this space go forward**
- Manage email and website communications – posting pictures on regular schedule
- Manage email distribution list (?) *Additions / Updates*

Newsletter and Event Planning

- Begin formatting monthly newsletter for all members / coordinate with Social Media chair – *Volunteers: Donna Baumiller and Michelle Whittington*

Sponsorship

- Finalize letters and process to engage all Twinsburg businesses – *need 501(c)-3 completed*

Community Feedback / Sharing of Ideas

- Progressive PumpTracks / Parkitect (Matthew Zoll)
- Complete survey / questionnaire to gauge attendee feedback / ideas / pet projects
- Determine which city events to participate in for fundraising / membership awareness
- **Board to share P&R 5-year plan during next meeting**

IV. Adjournment

- Next Meeting – March 19th @ 7pm