

UPPER MERION TOWNSHIP BOARD OF COMMUNITY ASSISTANCE
JANUARY 18, 2017

The Board of Community Assistance of Upper Merion Township met for its reorganization meeting on Wednesday, January 18, 2017 in the Township Building. The meeting was called to order at 5:30 p.m., followed by a pledge of allegiance.

NEW BUSINESS:

BOARD OF COMMUNITY ASSISTANCE REORGANIZATION FOR 2017

It was moved by Mr. Milner, seconded by Ms. Dan Sardinias, all voting "Aye" to appoint Mr. Dave Kraynik as Temporary Chairman. None opposed. Motion approved 4-0.

Mr. Kraynik opened the floor for nomination for Chairman of the Board of Community Assistance for 2017.

It was moved by Mr. Milner, seconded by Mr. Bowman, all voting "Aye" to appoint Ms. Dan Sardinias as Chairperson of the Board of Community Assistance. Ms. Dan Sardinias opposed. Motion approved 3-1.

Ms. Dan Sardinias opened the floor for nomination for Vice Chairperson of the Board of Community Assistance.

It was moved by Mr. Bowman, seconded by Ms. Dan Sardinias, all voting "Aye" to appoint Mr. Milner as Vice Chairperson of the Board of Community Assistance. None opposed. Motion approved 4-0.

ROLL CALL:

Present were: Board of Supervisors Liaison Greg Waks; Dave Kraynik, Township Manager; Sally Slook, Assistant Township Manager; Lydia Dan Sardinias, Chairperson; Scott Milner, Vice Chairperson; Jennifer Galle, VFCR; Angela Caramenico, Assistant to Township Manager. David Karen was absent.

MEETING SCHEDULE FOR 2017

After reviewing various schedules, it was decided the next meeting would be held on Wednesday, April 12 at 5:30 p.m. in the Community Center conference room and on Thursday, April 27 at 5:30 p.m. before the Joint Meeting with the Board of Supervisors.

Ms. Dan Sardinas asked about the date for the ceremony. Mr. Bowman said the casino will work with the BCA on a mutually acceptable date. Ms. Dan Sardinas asked if it would be possible to move the ceremony date up one week. Mr. Bowman responded if the casino is available it can be worked out.

Mr. Kraynik noted the February 16th Board of Supervisors Business Meeting is the last meeting before the March 15th deadline and the BCA promo could be placed on the agenda for the usual presentation. Ms. Dan Sardinas said a BCA representative could also go to the school board meeting which is February 6th. Mr. Waks indicated he would not be present at the business meeting on the 16th.

A discussion was held about the BCA representatives to attend the school board meeting on February 6th. Ms. Dan Sardinas indicated she would do the presentation for the school board. Mr. Waks also indicated he would attend the school board meeting on the 6th. Mr. Bowman said he would do Ivy Day. Mr. Kraynik indicated he would accompany Mr. Bowman to Ivy Day. Mr. Kraynik asked what time the school board starts. Mr. Waks indicated the start time is 7:30 p.m.

Ms. Dan Sardinas asked what time she would be expected for the Board of Supervisors business meeting on February 16th. Mr. Kraynik responded the business meeting starts at 7:30 p.m. and the BCA would be first on the agenda.

A discussion was held about the Ivy Day date. Mrs. Caramenico responded it is probably June 11th. Waks commented the grant announcements would have to be made at the May 18th business meeting. Mr. Milner indicated he would join Ms. Dan Sardinas at the May 18th business meeting.

AUDIT DISCUSSION

Ms. Dan Sardinas asked if the BCA would bring in people to discuss what they have done. Mr. Kraynik responded the BCA has the option to bring in a certain amount of people or organizations to go over their performance. Mr. Bowman commented it would not be necessary to add a meeting just for the audit since it would take no longer than five minutes an audit. He suggested calling in some of those who received the most money. Mr. Milner commented this would provide some accountability in the process. Mr. Bowman suggested having two organizations for the audit. One participant could provide a five-minute update of what they did with the funding at the first April meeting and another participant at the second April meeting.

Mr. Milner asked if the people who have not responded to the year-end summary should be contacted to find out why. Mr. Bowman suggested having the \$10,000 scholarship awardee to send a letter to indicate how they are doing

at school which could be part of the audit. Mrs. Caramenico indicated she is in receipt of a letter to that effect from the \$10,000 scholarship winner.

Mr. Milner commented he thought the audit was for organizations and not for scholarships which would just require certification of completion of their hours.

Mrs. Caramenico asked if a letter should be sent to Swedesburg Fire Company and the Soccer Club. Mr. Milner responded that would be based on the big dollar grants. Mr. Milner said for the smaller dollar grant awardees they can be evaluated if they reapply and that would be factored into the application.

A discussion followed about some of the organizations that have not responded one of which has not spent the money.

Mr. Bowman asked the total funding available for grants this year. Mr. Kraynik responded it would amount to \$150,000 for 2017 disbursements.

Mr. Bowman noted after this year concludes \$750,000 will have been disbursed which is a great story.

MARKETING PROCESS

Ms. Dan Sardinas asked about updates in the marketing process. Ms. Slook responded last week it was the lead story on the E-newsletter, it is currently the lead story on the township website, and a video was prepared last year and is starting a rotation of all our social media sites, including Facebook and Twitter. Ms. Slook indicated the BCA grant application process will be also promoted on UMGA-TV and with a press release.

Ms. Dan Sardinas asked if there is anyway to promote the BCA on the Viking Channel. Mr. Kraynik suggested having Don Herbert contact his counterpart at the school district to run the ad. Ms. Slook said she would check it out.

Mrs. Caramenico said she would send an email to all applicants to reapply whether they received a grant or not. Mr. Milner suggested a mass blast to anyone who has applied in any of the years and say the process is open again and provide the link to the applications.

Mr. Kraynik asked if Mrs. Caramenico would contact Dave Karen and let him know the dates that have been determined for his schedule. Mrs. Caramenico indicated she would also be in touch with the guidance counselors.

Mr. Waks commented Mr. Karen may have some thoughts about working with the school district because he was a school board member for 18 years.

Mr. Milner asked about the year-end summaries. Mrs. Caramenico responded the summaries came in the end of December and asked if the members would like them emailed. Mr. Milner said he would come in early during another meeting and review the hard copies.

Mr. Waks mentioned the letter the EAC submitted late last year indicating they finished their project with some excess funds and wanted to apply the excess funds for another purpose. He said he does not believe the BCA came to any resolution on that question.

Ms. Dan Sardinas indicated the Valley Forge Park Alliance wanted to provide the school district with funds for transportation to the park; however, they received no response from the school district. For that reason, the Alliance is looking to offer the funding to other schools outside the township.

Mr. Milner asked if the amount of the grant was \$1,500. Ms. Dan Sardinas responded in the affirmative.

Mr. Bowman suggested extending the funds to underprivileged children, possible in the Norristown area. He said the BCA's response should be that the funds would be provided to a district that really needs it.

BCA Action:

It was moved by Mr. Milner, seconded by Mr. Bowman, all voting "Aye" to allow the Valley Forge Park Alliance to extend their BCA dollars to an underprivileged school district. None opposed. Motion approved 4-0.

Mr. Waks asked to revisit the EAC issue and noted after re-reading their letter he is able to clarify the matter. Mr. Waks said the EAC's 2016 project was a rain barrel seminar and rain barrel giveaway. Their 2015 project was for the trail and the leftover funds are in the 2015 project. The EAC is asking the BCA that the extra money be spent on the 2016 project for more rail barrels.

BCA Action:

It was moved by Mr. Milner, seconded by Mr. Bowman, all voting "Aye" to approve the excess funding to go to the EAC's 2016 project. None opposed. Motion approved 4-0.

Mr. Waks pointed out the Ultimate Frisbee organization received a check, but has not cashed it as yet. Mrs. Caramenico indicated it was a \$500 check.

A discussion followed about possible contacts in the community that might be able to provide more information on the best way to contact the Ultimate Frisbee organization.

Mr. Bowman suggested after attempts are made to establish contact with the organization it should be placed on the agenda for the next meeting so that it is a matter of record the BCA is attempting to follow up on the matter and an update could be provided as to what is happening with the funding. Mr. Kraynik commented, if necessary, there could be a motion at the next meeting to cancel the check.

Mr. Bowman noted the problem with attendance at the award ceremony for scholarships. He asked if it has anything to do with the low amount of money provided each student. Ms. Dan Sardinas wondered if it has anything to do with Senior Week. Mr. Bowman said it could be a combination of both. Mr. Kraynik asked if last year's reception was the week of Senior Week. Ms. Dan Sardinas responded in the affirmative. Mr. Waks commented there are always going to be some issues in the summer for a variety of reasons. Mr. Bowman agreed and thought the BCA should provide more \$5,000 scholarships.

Ms. Dan Sardinas asked if the award reception should be scheduled the week of graduation or even the night of Ivy Day. Mr. Kraynik asked if the date of Ivy Day should be confirmed with the school. Mrs. Caramenico indicated she would confirm the date.

A discussion followed about the time frame for extending invitations to the awards reception.

Ms. Dan Sardinas mentioned to Mrs. Caramenico that once the applications come in from the sports organizations she would like to see their year-end summaries.

Mr. Milner commented he recalls the application was revised so that some of the questions were rewritten. He noted one of the revisions specified organizations would have to check whether or not they submitted their year-end report.

Ms. Dan Sardinas stated she would like to know whether sports organizations requested the same grant from the township. Mr. Kraynik responded this could be coordinated with Mrs. Caramenico.

ADJOURNMENT:

It was moved by Mr. Bowman, seconded by Mr. Milner, all voting "Eye" to adjourn the meeting at 6:20 p.m. None opposed. Motion approved 4-0.



DAVID G. KRAYNIK
TOWNSHIP MANAGER

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Minutes Approved: 4/12/17
Minutes Entered: 4/13/17