



# New Britain Township

## Park & Recreation Board

### MEETING MINUTES

November 19, 2024

A Meeting of the New Britain Township Park and Recreation Board was held on November 19, 2024, at the Township Administration Building, 207 Park Avenue, New Britain Township, Pa., and with the use of the Zoom Video Conferencing Platform, beginning at 7:00 p.m. In attendance were Nancy Jones, Brooke Newborn, and William Jones. Also in attendance was Bill May and Susan Gelb New Britain Township Staff.

1. **Approval of Minutes from October 15, 2024:** Due to the lack of a quorum the October 15, minutes were tabled.
2. **Santa House:** Sue Gelb handed out a list of all the Santa House details and preparations and were discussed as follows.
  - Proposal for pre-wrapped 3" decorated Cookies and Hot Chocolate provided for all by food truck (Pocketful of Flavor) \$2 per cookie, and \$2 per hot chocolate (see pictures below of cookies).
  - Cindy Field at New Britain Food Larder has been contacted and will have someone on site both days for food collection and monetary donations.
  - Township trucks will be available for food collection each day.
  - Sponsorships to cover expenses currently \$1,768.00 received.
  - Expenses so far \$141.95 for red bells.
  - Contract with Brixmor Property Management has been signed. Proof of insurance was also provided.
  - Unami Choir will sing Friday night, waiting to hear from St. Jude's for Saturday.
  - Daycares will be contacted and flyers sent to them for distribution
  - Need volunteers available for both nights
  - Chalfont Fire Company will deliver Santa both nights
  - Santa House signage needs to be updated with 2024 dates
  - House has been inspected by P&R

All in attendance were unanimous in allowing the food truck to take over the snacks and hot chocolate Bill May asked if they would still be free for attendees. Sue Gelb responded that the donations from the local businesses would cover all costs and attendees would not be charged.



# New Britain Township

---

## *Park & Recreation Board*

3. **Other Business: Other Business:** The cancellation of the December 17<sup>th</sup> meeting was not able to be approved due to the lack of a quorum. Bill May stated he will email all voting members to get approval for the cancellation of the December 17<sup>th</sup> meeting.
4. **Public Comment: None**
5. **Adjournment:**
  - **Motion:** A motion was made by Brooke Newborn and seconded by Nancy Jones and unanimously carried to adjourn the meeting at 7:21 p.m.

Respectfully Submitted,

---

Jessica Young, Chairperson

---

William May, Parks &  
Recreation Coordinator

***Next meeting – January 21, 2025***