

CRAFTON REC BOARD MEETING AGENDA

Location: Borough Building

Date: February 11, 2025

Time: 7:00 pm

AGENDA DETAILS

I. HOUSEKEEPING (3 MINUTES)

a. Holiday House Tour

1. Financials
 1. Income: \$10,065
 2. Cost: 633.85
 3. Profit: 9,675.35
2. Profit Allocation
 1. Recreation Board: \$3861.12
 2. Crafton Heritage: \$4837.50
 3. Crafton Library: \$976.74

b. End-of-year Goal Overage: \$3978.80

c. Ideas for how to spend overage reserved till the March meeting

II. RECREATION BOARD BYLAWS (3 MIN)

III. 2025 BUDGET (10 MIN)

IV. EVENT TEAM STRUCTURING & FORMATION (10 MIN)

a. Structuring

1. Whole group discussion/brainstorming for events
2. Large purchases/costs voted on by the whole team
3. Leads/Co-leads with committee supporting the event

b. Identify/Form Teams for Each Event

1. Garden Party
2. 4th of July
3. Fall Fest
4. Free-Sale
5. Celebration of Lights
6. Holiday House Tour

C. Event Task Lists

V. PARTNERSHIP WITH HERITAGE (10 MIN)

a. Recommendation to vote on the terms of our partnership with Heritage for the holiday house tour

1. Repeat the previous year's partnership. Shared responsibility and even split after the library share is allocated based on the net profit.
2. Negotiate a price and pay Heritage per book/house for the historical books.
3. No partnership

b. Per the borough, any partnership with an outside entity requires a MOU reviewed and approved by the borough solicitor

VI. MURDER MYSTERY (3 MINUTES)

a. General Information

1. Date: Friday, February 14, 2025, at 6 pm
2. Location: Crafton Library
3. Heavy Appetizers from Circle Inn
4. Sold out!

b. Library Fundraising

1. BYOB Fee benefits library
2. Library will raffle 2 baskets

c. Timeline

1. 4:00 PM recreation board members arrive
2. 5:00 PM Actors Arrive
3. 5:30 PM Food Arrives
4. 6:00 PM Attendees Arrive
5. 7:00 PM Show Starts
6. 9:00 PM Show Ends

d. Setup

1. Tables
 1. 5- 5 foot tables
 2. 3 – 6 foot tables
 3. 2 – 8 foot tables
 4. 2 – 2.5 foot round high top tables
2. Decorations
 1. Table runners
 2. Flower Centerpieces
 3. Little lights in jars
 - 4.
3. Food
 1. Food will be set on low shelves
 2. Cookies will need to be set up by recreation board members

e. Outstanding Items

1. What soft drinks do we want to provide?
2. What recreation board members are attending?

VII. GARDEN PARTY (10 MINUTES)

- a. Present ideas discussed with the community garden
- b. Brainstorm for additional ideas
- c. Assign tasks

VIII. 4TH OF JULY (3 MIN)

- a. Provide booking updates
- b. Assign tasks

IX. FALL FEST (3 MINUTES)

- a. Provide booking updates
- b. Assign tasks

X. UPCOMING MEETINGS

- a. Tuesday, March 11, 2025
- b. Do we want a March mixer with other groups?