



Programs

- Spring programs began April 27
- Monthly Senior Food Box distribution
- Spring and camp email promotions
- Bus Trip information to newspaper
- Monthly credit card report

Park and Athletic Associations

- Organize work to be completed at Preservation Park
- Created Spring park maintenance checklist
- Arranged field to be lined for spring lacrosse season
- Monthly Parks and Recreation Board meeting

Events

- Earth Cleanup Day: April 15
 - 25 students, 25 volunteers
 - \$1,300 in sponsorships
 - 7 miles of roads and trails
 - 25 yards of garbage collected
 - Shopped for event supplies
 - Created sponsor signs
- Expression Swing Ribbon Cutting: May 8
 - Scheduled kids activities (Snapology, library, bounce houses, balloon artist)
 - Booked DJ
 - Arranged for a speaker from Playful Pittsburgh
 - Designed and ordered grant sign
 - Created program for event
 - Created flyer for event

- **Community Day**

- Set up online registration for community day sponsors and vendors
- Sent out email for registration to last year vendors
- Mailed registration to all township businesses
- Designed 2019 Community Day flyer
- Secured shuttle bus locations
- Secured several kids activities
- Contacted school for buses

Misc.

- Reviewed, finalized and submitted 2019 DCNR Grant
- Hired Summer Camp Counselors and intern
- Resolved online registration issues
- Attended South Hill Alliance Recreation meeting
- Office Cleanup Day (April 18)

Ongoing

- Program registration
- Off-Leash Dog permits
- Pavilion Rentals
- Deposits