

# **Borough of Chatham**

## **Annual Report**

**2014**

### **Recreation**



# **CHATHAM BOROUGH - RECREATION**

## **2014 ANNUAL REPORT**

Chatham Borough continued to meet with Chatham Township to discuss and supervise joint recreation programs. This joint venture, with Chatham Township, is referred to as the Chatham Joint Recreation Advisory Committee (CJRAC).

Recreation efforts were directed towards youth and adult programs. Chatham is fortunate to have an active Senior Community Center whose focus is our Senior Citizens. Their resources provide both passive and active programs to our senior residents.

Youth programs offered through Chatham Recreation or in conjunction with a Chatham "Club" included baseball, softball, basketball, cheerleading, field hockey, flag football, football, skiing, soccer, lacrosse, cross country, tennis and volleyball.

Programs offered to our adults included Men's Over 35 Basketball, a competitive Men's Basketball League, Men's Softball, Women's Volleyball and Women's Softball. Golf permits, through Millburn Recreation, were advertised for the Millburn Par 3 Golf Course and Summit offered Chatham resident's permits to the Summit Golf Course.

In addition to our Chatham senior, youth and adult programs, a program for youth with Special Needs is offered locally, to Chatham residents, in collaboration with surrounding towns. "TryCAN" offers recreation and social development programs, training for those wanting to work with special needs youth, provides networking and educational opportunities and events, encourages involvement of parents and volunteers and raises funds to achieve its goals. Peer mentors serve as "buddies" for program participants. Registration for the TryCAN programs are handled directly through that organization.

Program registrations taken in through our online registration system, Community Pass, included youth basketball, cross country, skiing, youth and women's volleyball, men's and women's softball, men's basketball, Rutgers Safety Training Courses and membership to the Chatham Borough Municipal Pool. "Club" programs that collected their own registrations included baseball, softball, football, flag football, cheerleading, soccer, field hockey and lacrosse. Youth basketball will assume "Club" status in 2015 and then directly collect their registration information/fees as their own entity.

As the "Club" programs evolved bylaws, grievance committees and codes of conduct were formulated by each club. Recreation will continue to communicate with and support the clubs with background checks, training and facility coordination. Club representatives have been invited to the recreation committee meetings and recreation representatives are invited to club meetings. Coordination and communication is critical with the overlap of programs both within a season and as the next season begins their planning. This communication involves recreation programs, club programs and critical ongoing coordination and communication with the school district.

## Spring Programming:

Baseball:

Kindergarten to grade 8.  
Weeknight and weekend sessions.

Softball:

Kindergarten to grade 8.  
Weeknight and weekend sessions.

Lacrosse:

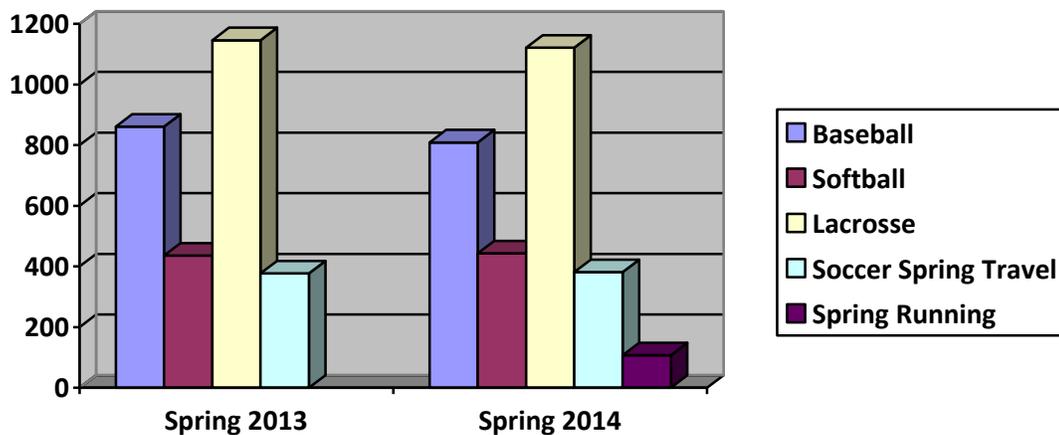
Boys and Girls Kindergarten to grade 8.  
Weeknight and weekend sessions.

Travel Soccer:

Boys and Girls ages U8 to U14  
Weeknight and weekend sessions.

Running Program:

Boys and Girls grades 3-8.  
Weeknight and weekend sessions.



While baseball, softball, lacrosse and spring travel soccer have been consistent spring programs, the Running Program was a new “trial” program requested by Chatham parents. A group of parents attended a CJRAC Meeting proposing the start of a Cross Country/Track Program. The group was looking for an alternative for children perhaps not interested in a full “team” concept program.

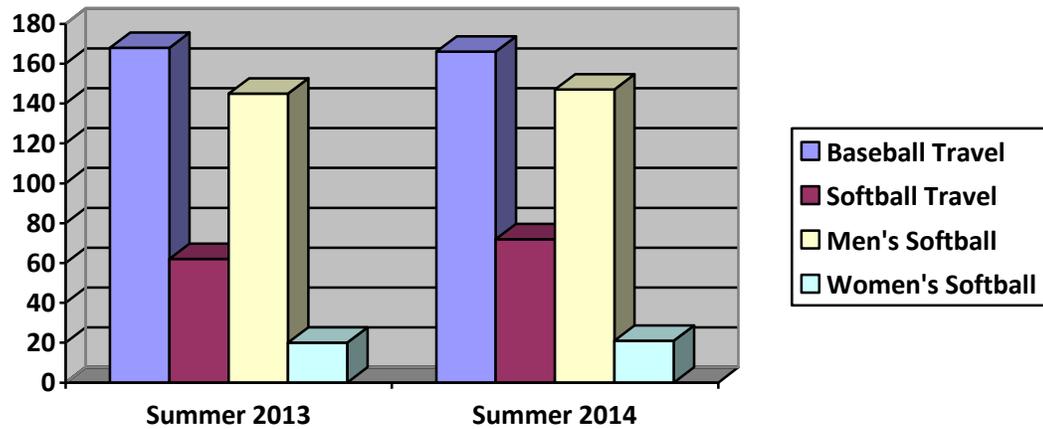
To determine potential interest, CJRAC concluded with the parents, to initiate a Running Program “interest” survey for grade 3-8 families. The survey was generated through Community Pass with 268 children expressing interest. The “trial” Running Program would teach skills necessary for a potential Fall Cross Country Program. Of the 268 interested, 107 children committed to this “trial” program. Volunteers, with a “running” background, were requested as families registered their children and support was requested and received from the high school coaches. Practices were scheduled twice a week on local fields. Due to the enthusiasm expressed, a Fall Cross Country Program was proposed and a proposal written for approval.

**Summer Programming:**

Baseball and Softball Travel Teams: Tryouts held  
Weeknight and weekend sessions.

Women’s Softball:  
Monday/Wednesday games.

Men’s Softball:  
Weeknight and Sunday games.



In addition to the above summer programs a variety of camps were organized by the Chatham High School Coaches. The camps provided in-town opportunities for our residents. Each of the High School Coach camps handled their own registration and most operated at school facilities.

Soccer, Multi-Sport and Tennis Camps were organized through recreation to provide opportunities to our younger children that the high school coach camps could not include. Those registrations were accepted by those vendors.

The Tennis Hitting Walls at Garden Park were repaired and repainted. The walls give residents practice opportunities.

The paved area at Garden Park, near the tennis courts and playground, was repaired for families to gather. Residents appreciate the safe open play area for both youth and adults.

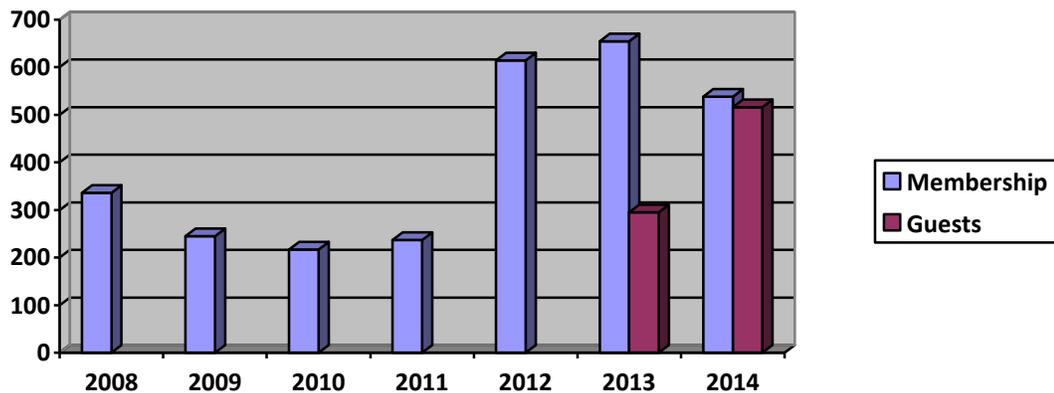
## Chatham Borough Memorial Park Pool:

The renovations at the Memorial Park Pool continued to be a success. The wading pool, with the water features and graduated entry was enjoyed by the children. Children participating in swim lessons displayed their skills at the annual Water Carnival.

Programs offered were adult aerobics, private swim lessons and float days. Local merchants benefitted from food sales with the pool in close proximity to the downtown food establishments.

In March members were able to register and pay online for their pool memberships. Registration was handled through Community Pass which is the same online system used for our Chatham Recreation activities. Many members took advantage of the March/April early fee.

Due to the exceptionally cool summer member numbers did drop from the prior two summer continual heatwaves. While the registered member numbers dropped (654 members in 2013 to 538 members in 2014) the number of guests increased (295 guests in 2013 to 516 guests in 2014).



A full sized canopy, to cover the picnic area, was installed. This improvement was an enormous success as members wanted shelter from the sun.

Pool hours had been extended, due to prior member requests, but were adjusted as the weather or member numbers dictated.

Outside the pool area the library, playground, fields and basketball court continued to be a popular attraction for those visiting the pool.

**Fall Programing:**

Field Hockey:

Grades 4-8

Weekday training and weekend games.

Youth Volleyball:

Grade 7/8

Monday night sessions.

Tackle Football:

Grades 5-8

Weeknight/weekend practice and Sunday games.

Cheerleading:

Grades 4-8

Weeknight/weekend practice and Sunday games.

Flag Football:

Grades 3-5

Weeknight practice and Saturday games.

Recreation Soccer – Non-Travel:

Boys and Girls grades K-8

Weekday training and weekend games.

Fall Travel Soccer: Tryouts held

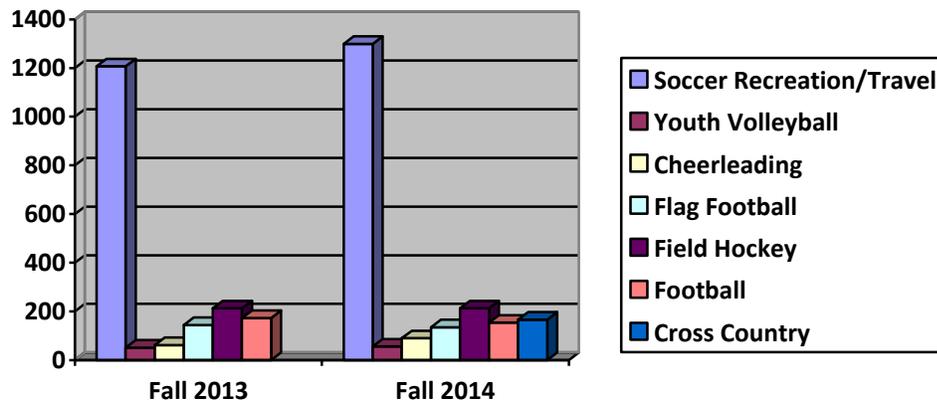
Boys and Girls ages U8-U14

Weekday training and weekend games.

Cross Country:

Boys and Girls grades 3-8

Weeknight training and Sunday meets.



In 2014 Chatham United Soccer organized, through their travel soccer club, the non-travel fall recreation soccer program. The program was modeled after the previous fall Chatham Recreation soccer program, Chatham United registered players through their soccer online registration system, purchased their uniforms and equipment. Paid trainers were brought in to supplement volunteer coaches. The program was deemed a success by both the families, Chatham United and Chatham Recreation.

Due to the success of the Spring Running Program, a Fall Cross Country Program was organized for 168 boys and girls in grades 3-8. The group was enrolled in the Lakeland League which hosted Sunday meets for the participating towns. Parent volunteers and high school coaches, that participated in the spring program, returned to instruct the children with the necessary skills needed to prepare for their meets. The program was an enormous success with participants anxious to register for the proposed 2015 Spring Track Program.

**Winter Programming:**

Ski Trips:

Five to six trips to Shawnee Mountain in Pennsylvania  
 Grades 7/8 (grade 6 as space permitted)

Basketball Youth:

Boys and Girls grades 3-8.  
 Saturday sessions.

Basketball Travel - Boys and Girls:

Boys and Girls grades 4-8: Tryouts held  
 Weeknights/weekend practices and games.

Men's Basketball League:

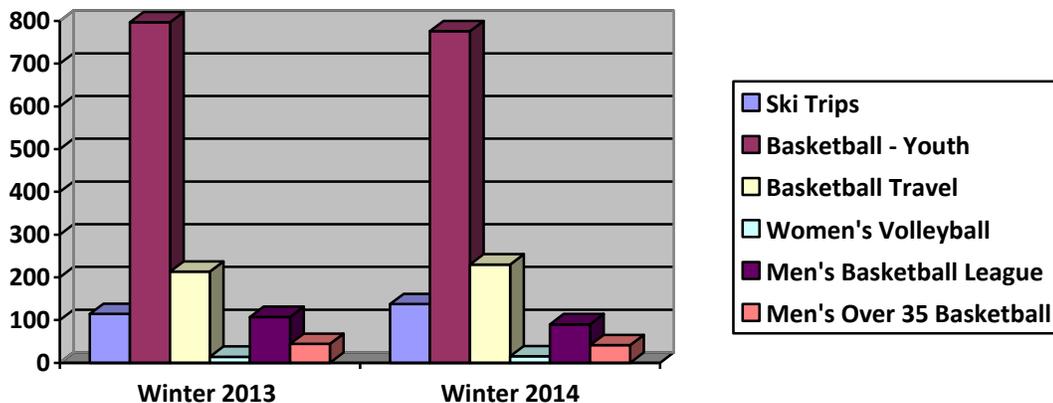
Sunday games and weeknights as space allows.

Men's Over 35 Open Gym:

Tuesday/Thursday open gym

Women's Volleyball:

Monday night open play.



As the Youth Basketball Program became closer to achieving “Club” status their internal operations fell with their appointed club members. The group handled travel and recreation team evaluations, selected coaches and determined their team rosters. They worked closely with Chatham Recreation for facility use due to continual movement of space within facilities. Chatham Recreation, accepted the basketball registrations this year through Community Pass and purchased their uniforms and equipment. This process will be handled with the Chatham Basketball Club in 2015.

Below are the 2013/2014 participant numbers from the above programs (excluding the pool).

<b>Program</b>	<b>2013</b>	<b>2014</b>	<b>%</b>
Soccer Recreation/Travel	1207	1299	7.62%
Cheerleading	62	90	45.16%
Flag Football	144	135	-6.25%
Field Hockey	213	213	0.00%
Football	173	154	-10.98%
Youth Volleyball	51	56	9.80%
Cross Country		166	N/A
Baseball	861	809	-6.04%
Softball	436	443	1.61%
Lacrosse	1146	1121	-2.18%
Soccer Spring Travel	377	381	1.06%
Baseball Travel	168	166	-1.19%
Softball Travel	62	72	16.13%
Men's Softball	145	147	1.38%
Women's Softball	20	21	5.00%
Ski Trips	114	137	20.18%
Basketball	797	776	-2.63%
Basketball Travel Girls/Boys	213	230	7.98%
Men's Basketball League	107	90	-15.89%
Men's Over 35 Basketball	44	39	-11.36%
Women's Volleyball	14	15	7.14%
<b>Total</b>	<b>6354</b>	<b>6560</b>	<b>3.24%</b>

Community Pass accepted 2,736 registrations for programs, clinics, activity information requests, Rutgers training, etc. Over 220 communications were sent through the Community Pass Message Manger feature regarding programs, weather related closings, training courses, etc.

Community Pass has continued to save hours in generating reports, program information, gathering data for interest levels, training, etc. It has greatly enhanced the communication process to our residents.

Our Chatham Recreation Web Site continued to be a success providing a central base of information regarding our Chatham Recreation and Club programs. Residents could also register for email notifications regarding information about a specific program or overall information regarding several programs.

In the spirit of cooperation, in addition to the new “Clubs”, Chatham Borough participated in the Morris County Adaptive Recreation Program (McArp), assisted the Chatham Youth Wrestling Club, the Girls on the Run Program, the Chatham High School Athletic Department and communicated with surrounding recreation departments and the New Jersey Parks and Recreation Association sharing ideas and programs.

Chatham Recreation continued to work with the Chatham Athletic Foundation. The CAF continued their mission to provide funds for the ImPact testing program on concussion awareness. This program gives players aged 10 and over the opportunity to take a baseline test through the Atlantic Health System.

In evaluating our facility supply and demand, seasonal facility allocation meetings continued to coordinate in-season requests. The goal was to learn and inform each other of their seasonal requirements and then collectively share space and time. A master schedule is drawn from those requests. After typical in-season program requests are distributed, other non-typical seasonal programs are able to apply for available space and/or time.

Chatham’s fields receive significant wear. Planning and rotation of programs is critical. The turf field at Lum enables us to hold sessions that otherwise would have been canceled. Repairs were done at Lum Turf, around the base paths and home plate, on both fields. Drainage at Shepard Kollock has alleviated saturated fields that became unplayable.

Training for our coaches continued with coaches taking the Rutgers Safety Training Course. CPR and Defibrillator courses were offered through the Chatham Emergency Squad. Chatham Recreation was given the ability, administratively, to coordinate coach lists for those that coached multiple programs.

Fingerprint Background Checks continued for volunteers working with the children. In April a Name Check Renewal was added to the process. Fingerprinted volunteers, after 4 years, now complete a Name Check Renewal through the State of New Jersey. Volunteers now also complete a Consent and Release of Liability form in the event background check information needs to be shared with one of our Chatham “Clubs”. To date over 1,800 volunteers have been fingerprint processed and over 170 renewed through the Name Check process.

Cooperation with the School District of the Chatham's was critical to the success of all of our programs. Joint sharing was paramount in our planning as was constant communication. The first right of refusal, on our school fields and in our school gyms, enabled us to provide active year-round programs. We will continue to work closely as we share needed space.

An Interlocal Agreement continues between Chatham Borough, Chatham Township and the School District to permit Chatham Borough and Chatham Township employees and/or volunteers to take care of minor repairs on school fields.

As always, our success is due to the efforts of hundreds of volunteers. They spend countless hours coaching and working with our children and adults. Volunteer pools continue to dwindle. This is a critical issue throughout many of our programs/clubs leading in some cases to the hiring of paid staff. Many volunteers are coaching multiple programs for some of these programs to continue to be offered.

We want to acknowledge the assistance of Robert Venezia and the Department of Public Works in preparing our fields and maintaining our park facilities and playgrounds. We would like to thank our volunteers, our Chatham "Clubs", our Chatham Borough Administrator Mr. Falzarano, Borough Engineer Vince DeNave, Council Liaison Jim Lonergan and the members of the Chatham Borough Council for their continued support.

In closing, Chatham Recreation will strive to continue the mission of the committee which states "Our mission is to provide advice and recommendations for a comprehensive program of community based recreational activities in the most safe, efficient and effective manner, providing accessibility and affordability, which contribute to the quality of life for all Chatham residents."

## **2014 RECREATION GOALS - OBJECTIVES - ACHIEVEMENTS**

1. Goal: Complete renovations at Shepard Kollock  
Objective:
  - Provide safe play area for our residents
  - Upgrade ball diamond areas to fulfill JIF guidelineAchievement:
  - South baseball diamond was adjusted to play 50/70 games.
  - Drainage installed to alleviate saturated fields.

2. Goal: Memorial Park/Pool

Objective:

- Continue to increase membership numbers
- Continue the online registration through Community Pass.
- Secure added pool committee members
- Adjust current pool hours to remain open later in the evenings
- Continue to listen to member suggestions

Achievement:

- Online registration was continued.
- Two additional pool committee members were added.
- Pool hours were adjusted for requested evening swims.
- Member suggestions continued as a valuable planning resource.

3. Goal: Shared Services

Objective:

- Continue to share program ideas with surrounding towns to increase program offerings to sometimes limited numbers.
- Meet with Chatham organizations (library, senior center, schools, adult school, etc.) for an open discussion of their program offerings.

Achievement:

- Program ideas were shared with surrounding towns to increase program offerings to sometimes limited numbers. This particularly pertained to programs for children with Special Needs (TryCAN).
- Program offerings were increased within the library and shared with our residents.
- The Senior Center continued to be a valuable resource for programs and activities.

4. Goal: Investigate new program/activities

Objective:

- Provide non-gym/field programs to our residents – youth and adult.
- Expand non-athletic recreational needs in the community.
- Develop plan to initiate further new programs

Achievement:

- A spring “trial” Running Program was initiated.
- A Fall Cross Country Program (individual vs team approach) was initiated, through interest from our residents.

5. Goal: Tennis Courts

Objective:

- Provide safe play area for our residents
- Repair/resurface courts.

Achievement:

- Tennis court surfaces were repaired.
- New combination lock pads were installed on the tennis gates.

6. Goal: Privatize programs  
Objective:  
Assist with the transition of youth basketball and softball in achieving “Club” status.  
Achievement:  
Softball achieved “Club” status.  
Youth basketball operated internally as a “Club” during their final year with Chatham Recreation.
7. Goal: Recreation Committee/Sub-Committees/Club Programs  
Objective:  
Assist with the growing needs of recreation programming.  
Update the Chatham Recreation Policy and Procedure Manual.  
Develop a Recreation Master Plan.  
Develop a guideline and/or requirement for all programs, including the clubs, for safety training, new and renewal background checks and CPR/Defibrillator Training.  
Achievement:  
Assistance with the “Clubs” was achieved through continued support and communication.  
Safety training and background checks continued.  
Arrangements were made with the Chatham Emergency Squad to provide CPR/defibrillator training to our volunteers.
8. Goal: Fields/Gyms  
Objective:  
Maximize space working with each season’s program requests.  
Continue seasonal facility allocation meetings to communicate and share facilities.  
Continue a close working relationship with the school district.  
Achievement:  
Some programs went into “group” clinic formats in lieu of individual team spaces widening facility availability.  
Seasonal facility meetings continued with the “typical” in-season schedulers to negotiate their programs facility requests.  
A close relationship with the school district continued as we share facilities.
9. Goal: Youth Drop In Activity Center  
Objective:  
Provide a safe location for the Middle School and High School youth to gather and socialize.  
Open discussions with CAF.  
Achievement:  
No achievement at this time.

## **2015 RECREATION GOALS - OBJECTIVES**

1. Goal: Complete renovations at Shepard Kollock  
Objective:  
Replace backstops and player bench fencing at the north and south field.  
Replace some sprinkler heads.
  
2. Goal: Memorial Park Pool  
Objective:  
Increase membership numbers  
Expand publicity base to reach residents.  
Secure added pool committee members  
Continue to listen to member suggestions
  
3. Goal: Shared Services  
Objective:  
Continue to share program ideas with surrounding towns to increase program offerings.
  
4. Goal: Tennis Courts  
Objective:  
Paint the white court lines.  
Review 2015 member numbers.
  
5. Goal; Privatize Youth Basketball  
Objective:  
Close the transition of Youth Basketball in achieving “Club” status.
  
6. Goal: Fields/Gyms  
Objective:  
Maximize space working with each season’s program needs.  
Continue seasonal facility allocation meetings to communicate and share facility needs.  
Continue a close working relationship with the school district.
  
7. Goal: Chatham Athletic Foundation  
Objective:  
Continue communications regarding assistance with recreation projects benefitting Chatham residents.
  
8. Goal: Community Services Department  
Objective:  
Share ideas in providing programs and services to our residents.  
Increase the pool of volunteers utilizing Chatham “Clubs”, organizations.

