



PRESQUE ISLE TOWNSHIP
Parks and Recreation Meeting Minutes - Draft
April 27, 2026 - 6:00 p.m.

Changes in Membership

The resignations of Chair Nancy Kinney, Vice Chair Russ Kauffman, and Secretary Bonnie Moran were accepted prior to the meeting.

Call to Order

6:00 p.m.

Pledge of Allegiance

Pledge was recited.

Roll Call

Present: Board Liaison Kate Szydlowski and members Paige Mead, Kelsey Mitchell, and Karen Torsch.
Absent: None.

Election of Officers

- a. Chair
- b. Vice Chair
- c. Secretary

The Committee reviewed the responsibilities and necessary qualifications for the positions of Chair, Vice Chair, and Secretary.

A motion was made by Szydlowski, supported by Mitchell, to appoint Paige Mead as Chair. The motion carried unanimously.

A motion was made by Mitchell, supported by Szydlowski, to appoint Kelsey Mitchell as Vice Chair. The motion carried unanimously.

Following discussion, the Committee agreed to leave the Secretary position vacant until a new member is appointed.

Approval of Agenda:

A motion was made by Mead, supported by Mitchell, to approve the agenda. The motion carried unanimously.

Approval of Minutes (12/6/25)

A motion was made by Mead, supported by Szydlowski, to approve the December minutes. The motion carried unanimously.

Audience Comments

The committee heard from two (2) audience members.

Former Parks and Recreation Committee Chair Norma Crouch reported that she and a friend conducted roadside cleanup from Bell Bay to the quarry. The committee expressed appreciation and noted plans to reschedule the canceled cleanup date later in the meeting.

Presque Isle Township Museum Society (PITMS) President Mary Tagliareni inquired about lighthouse tower climb fees for the 2026 season. Szydlowski indicated that the fees have not yet



PRESQUE ISLE TOWNSHIP
Parks and Recreation Meeting Minutes - Draft
April 27, 2026 - 6:00 p.m.

been finalized but are expected to increase slightly. It was also noted that the lighthouses are scheduled to open on May 22, 2026.

Unfinished Business:

a. Christmas Tree Lighting

The Committee discussed the Christmas tree lighting event which took place on December 6, 2025. It was noted that approximately half of the tree sponsorships were sold, highlighting a need to increase participation in 2026. The Committee agreed that Township decorations for the event were sufficient and that no increase to the event budget is necessary for the coming year.

New Business:

- a. Bylaws Discussion**
- b. Spring Road Cleanup**
- c. July 4 Picnic**
- d. Summer Concerts**
- e. New Member Discussion**
- f. Meeting Date and Time**

Bylaws Discussion: The Committee reviewed the current bylaws and discussed potential updates focusing on the following sections:

1. Section 3.3: The Committee reviewed quorum requirements and noted that the bylaws were originally written for a six-member committee and specify that four members constitute a quorum. The Committee further noted that, for a five-member committee, three members would constitute a quorum.
2. Section 2.3: The Committee discussed the provision stating that “as a second priority, members will represent their appointed area of special interest.” Members agreed that a more flexible, collaborative approach to responsibilities is preferable to fixed assignments.
3. Section 3.9: The Committee noted that the current agenda order does not align with the bylaws.
4. 4.1.2: The Committee discussed the requirement that members “attend one training session each year, meeting or workshop as needed,” and agreed that training should be optional.

With no further discussion, a motion was made by Szydlowski, supported by Mitchell, to amend the bylaws as follows: in Section 2.3, revise the language to read, “as a second priority, members will represent the following areas of special interest”, and in Section 4.1.2, revise the language to read, “attend up to one training session each year”. The motion carried unanimously.



PRESQUE ISLE TOWNSHIP
Parks and Recreation Meeting Minutes - Draft
April 27, 2026 - 6:00 p.m.

Spring Road Cleanup: The Committee discussed rescheduling the April 18 road cleanup event, which was canceled due to road conditions.

After reviewing members' availability, a motion was made by Szydlowski, supported by Mead, to reschedule the event for Saturday, May 16, 2026, from 9:00 a.m. to 11:00 a.m. The motion carried unanimously.

July 4th Picnic: The Committee discussed members' availability for the annual July 4 picnic, scheduled for Saturday, July 4, 2026, from 11:00 a.m. to 1:00 p.m., following the parade at the New Lighthouse Park. The Committee concluded that volunteer recruitment will be necessary to adequately staff the event.

Summer Concerts: The Committee discussed plans for the upcoming summer concert series, scheduled for Wednesdays in July.

Torsch reported that she is currently contacting bands and noted that Steve Rae was booked for the first concert by former Committee Secretary Bonnie Moran. She also indicated that many of the bands under consideration are country music performers. Members recommended securing a mix of musical genres, including returning performers favored by residents.

It was suggested that Torsch serve as the concert emcee to introduce bands, thank sponsors, promote upcoming concerts, and acknowledge the kids' craft table organized by PITMS. The Committee approved the proposal.

The addition of a Saturday concert was also discussed. Members requested that Torsch contact bands to determine any additional costs for Saturday performances and report back at the next meeting.

Szydlowski noted that the Township has allocated \$3,000 for the concert series, with additional funding anticipated through sponsorships. The Committee agreed to request that staff distribute sponsorship letters to previous and prospective concert sponsors as soon as possible. Members also discussed the need for a promotional banner, which Torsch agreed to coordinate. The Committee also agreed that Torsch should proceed with securing the remaining band performance dates.



PRESQUE ISLE TOWNSHIP
Parks and Recreation Meeting Minutes - Draft
April 27, 2026 - 6:00 p.m.

New Member Discussion: The Committee discussed the addition of new members and noted that the proposed 2026-2027 Township budget currently provides funding for five members. The Committee agreed to pursue the recruitment of at least one additional member in the near term, while also expressing the view that additional membership is needed. Szydlowski stated that she would bring forward a request to the Township Board of Trustees to increase Committee membership to seven.

Meeting Date and Time: The Committee reviewed the current meeting schedule and reached consensus to continue meeting on the last Monday of each month at 6:00 p.m. Members also agreed that the meeting day and time may be adjusted in the future as needed to accommodate scheduling conflicts.

Reports:

- a. **Board Liaison – K. Szydlowski**
 - b. **Facilities Manager – M. Bedard**
 - c. **Committee Chair – P. Mead**
 - d. **Vice Chair – K. Mitchell**
 - e. **Member – Karen Torsch**
- a. Szydlowski reported that she had no new updates on the new trail system and 1870 Lighthouse parking lot, both of which are currently being developed with funds from the American Rescue Plan Act. Consensus was reached to discuss the trail system in greater depth at a future meeting.
 - b. A written report was submitted by Bedard.
 - c. No report.
 - d. No report.
 - e. Torsch reported that she had contacted a Pepsi representative to request donated beverages for the upcoming July 4 picnic. She stated that a formal request on Township letterhead, along with an estimate of attendees, is required to support the donation request. Szydlowski indicated that the letterhead would be provided, and following discussion, the Committee agreed to plan for an attendance of 300 guests.

Adjournment:

7:24 p.m.

Next Meeting: Tuesday, 5/26/26, at 6:00 p.m.