



# MADISON JOINT RECREATION DISTRICT

## MEETING AGENDA MINUTES & HIGHLIGHTS

<b>Meeting Title:</b>	<b>MJRD Board</b> MJRD Workshop MJRD Planning Other:			 
<b>Meeting Date / Time:</b>	<b>03/24/2016 / 1900</b>	<b>Meeting Location:</b>	Madison Township Hall	
<b>Chairman:</b>	Mr. John Dragas	<b>Vice Chairman:</b>	Mr. Duane H. Frager	
<b>Fiscal Officer:</b>	Mrs. Terri Wagoner	<b>Secretary:</b>	Mr. Chris Elliott	
<b>In Attendance:</b>	<b>Dragas Frager Wagoner Elliott Collins Alley Artz McCoy(Left-2030) Mullins Clark (Arrived-1917) Mabe</b>			
<b>Scheduled Guests:</b>	None			

Agenda Topic	Responsible	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	Vote	Time Allotted
1. Call to Order	Chair	Time: <b>1912</b>		N	.5%
2. Pledge / Moment of Silence	Chair	N/A	N/A	N/A	3%
3. Roll Call	Secretary	N/A	N/A	N/A	3%
4. Meeting Minutes: <b>February</b>	Secretary	<b>Wagoner</b>	<b>McCoy</b>	<b>7-0, Frager Abstained</b>	3%
5. Fiscal Report	Fiscal Officer	<b>McCoy</b>	<b>Wagoner</b>	<b>8-0</b>	15%
6. Visitor Comments	Chair	N/A	N/A	N/A	25%
7. Old (O) / New (N) Business	Chair	See Below	See Below	See Below	25%
8. Sub-Committee Reports	Sub	See Below	See Below	See Below	25%
9. Close	Chair	<b>Collins</b>	<b>Artz</b>	<b>8-0</b>	.5%

### Meeting Notes and Discussion

#### Old (O)/ New (N) Business (Chairman)

- (O) **PAL Allegiance** – Help out with arts & recreational projects, Dragas & Wagoner are the liaisons. **Tabled**
- (O) **Discussion on the legal status of MJRD** – tabled until we hear from the TWP legal counsel. Looking for a formal opinion. **Tabled**
- (O) **Youth Tennis Program** – Update on status: **Mabe provided the update. The sign-up forms went out. Sign-ups start April 1, 2016. Frager asked if there were any challenges with coaches. Frager offered a lead on John Bottar. Share the news and results of sign-ups at the next meeting.**
- (O) **Levy Updates:** Awaiting 2017 to develop long term plan. **Tabled**
- (N) **Long Term Plan - Dragas asked the members to provide ideas for the long term plan. The following ideas were provided;**
  - **There is a need to develop a Long Term Checklist, Project Plan, Project Schedule, Organization Structure Diagram (chain of command).**
  - **Dragas will continue to coordinate with all the entities (MLSD, Village, and Township). The MJRD must start with Sports in Madison.**
  - **Offer a central website with centralized services (i.e. Scheduling of Resources, Organization Plans, Background Checks, sponsorships)**
  - **The MJRD will need to pursue Grant Funding.**
  - **Benchmarking will need to be performed to identify opportunities to improve the long term plan and capture other's lessons learned.**
  - **A long term goal is the development of a Recreation Center for the Community. The MJRD should reach out to the YMCA for possible opportunities to work together.**
- (N) **Meeting with 3 Entities (Schools, Village, & Township): Dragas met with the 3 entities in different meetings. He explained to all 3 entities that the MJRD would be coming up with a long term plan and what the MJRD vision is in the near future. The entities were excited and curious to see the potential development of the MJRD.**
  - **The long term plan will need to delineate exactly how finances will be utilized to fund youth sports. The entities were curious to understand our strategy.**
- (N) **Discussion on use of Township Park / Sponsorship Opportunity: The Madison Little League wants to use Township Park if available. The Little League is making field improvements by putting in drain tiles to eliminate water issues on Hubbard Rd. Park. Additionally, a Softball League has reached out to utilize Township Park. The MJRD will work with both organizations to share the field.**
  - **Sponsorship – The MJRD determined that FirstEnergy should be approached to determine if sponsorship is available at Township Park for electricity costs for running the lights for night games. Clark & Elliott took the action to seek potential donations or sponsorships. Additionally seek potential LED lights.**
  - **Justine Barnum entered the meeting. Justine is putting together the adult softball league to be played at Township Park. The league is expected to have 5-6 teams. They would like to play 3 days a week. Potential summer and fall league. The MJRD offered help with insurance, website promotion, and background checks. Dragas to contact Justine to review scheduling of the Township Park Field. Contact Info: Justine Barnum, 440-413-6211, jbarnum@lec.edu**

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### Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Financial report: *Balance in General Fund is \$2751.11.*
  - *Payments made since last meeting;*
    - *Madison Local Schools District Field Project (Trail) - \$7,000.00*
    - *USPS PO Box - \$72.00*
    - *MSA Team Sponsor - \$200.00*
      - *Total Payments \$7,272.00*
    - *No Deposits made and no pending bills to be paid currently.*
  - *The MJRD 2016 Budget was reviewed as it stand currently. The 1<sup>st</sup> motion to approve was by Dragas, the 2<sup>nd</sup> motion to approve was by Mabe. Roll Call performed and the MJRD budget for 2016 was approved by the MJRD members 8-0*
- **Recreational Park Development (Dragas):** *Dragas discussed the presentation of the \$7,000 Sponsorship for Cross Country Trail at the Madison Middle School.*
- **Communications (Elliott & Collins):** *N/A*
- **Volunteer coordination (Artz):** *N/A*

### Events

- **(Mabe) SemptemberFest (9/9-9/10):** *Review Meeting with Tony Debevc Jr. (Chalet Debonne/Cellar Rats): Mabe provided an overview of the meeting with Tony Debevc Jr. Mabe detailed opportunities to improve the event based on many ideas that Mr. Debevc provided. The event has many different aspects that need championed by the MJRD Members. Mabe will provide the MJRD with a list of tasks that need ownership and the team members will volunteer as appropriate. Additionally a site layout plan will need to be developed to help facilitate planning of the event. The team also determined that a sub-group with special meetings may be required to complete these tasks. It is not the desire to spend the whole meeting on problem solving for the event, rather precise report outs will benefit the MJRD in moving forward.*
- **(Frager) Concerts ITP booth Fundraiser Program (Spring/Summer 2016):** *N/A*
- **(Wagoner) Fike's 5K run (Summer 2016):** *N/A*
- **(Wagoner) Light up the Park (Fall 2016):** *N/A*
- **(Wagoner) Community Social (June 29, 2016):** *N/A*
- **(Alley) Sports Day (June 2016):** *N/A*
- **(Frager) "Christmas ITP" (December 3, 2016):** *N/A*

### Miscellaneous Business

- **Concert in the park Donation Request:** *The MJRD members reviewed the request and there was no motion to approve this request based on current budget restraints.*

### Close (Time: 1955 pm)

Next meeting date & time: *April 28, 2016 @ 8:00 pm at Madison Village Hall*

# MADISON JOINT RECREATION DISTRICT

## MEETING AGENDA MINUTES & HIGHLIGHTS



### SUBCOMMITTEE LINEUPS

	Executive Board	Procedure Individual	2015 Member	Term	Current Terms	Appoint by	Votes Needed	Tentative Meet Dates
	<b>Chairman</b>	Chairman	<b>Dragas</b>	1 Year	1/1/16 To 12/31/16	Vote	Majority	Monthly
	<b>Vice-Chairman</b>	Vice-Chairman	<b>Fragar</b>	1 Year	1/1/16 To 12/31/16	Vote	Majority	4th Thursday
	<b>Fiscal Officer</b>	Fiscal Officer	<b>Wagoner</b>	2 Year	1/1/16 To 12/31/17	Vote	Majority	
	<b>Secretary</b>	Secretary	<b>Elliott</b>	1 Year	1/1/16 To 12/31/16	Vote	Majority	
	Fact Finding Sub-Groups	Procedure Individual	2015 Member	Term	Current Terms	Appoint by	Votes Needed	Tentative Meet Dates
Reporting of facts back to the Board with recommendations and a defined limited authority								
<b>1</b>	<b>MJRD - Budget Advisory Group</b>	Fiscal Officer	<b>Wagoner</b>	2 Year	1/1/14 To 12/31/15	Position	NA	Semi-Annually
		Chairman	<b>Dragas</b>	1 Year	1/1/16 To 12/31/16	Position	NA	
		Vice-Chairman	<b>Fragar</b>	1 Year	1/1/16 To 12/31/16	Position	NA	
		Secretary	<b>Elliott</b>	1 Year	1/1/16 To 12/31/16	Position	NA	
		Board Member	<b>Clark</b>	1 Year	1/1/16 To 12/31/16	Position	NA	
<b>2</b>	<b>MJRD - Recreational Park Development</b>	Vice-Chairman	<b>Fragar</b>	1 Year	1/1/16 To 12/31/16	Position	NA	As needed
	Schools, TWP & Senior Center	Board Member	<b>McCoy</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Dragas</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Mullins</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
<b>3</b>	<b>MJRD - Communications</b>	Secretary	<b>Elliott</b>	1 Year	1/1/16 To 12/31/16	Position	NA	As needed
	Website, Correspondence, Marketing	Board Member	<b>Collins</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>McCoy</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Mullins</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
<b>4</b>	<b>MJRD - Events</b>	Board Member	<b>Wagoner</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	As needed
	All Board Member's help is required	Board Member	<b>Mabe</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Clark</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Elliott</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
<b>5</b>	<b>MJRD - Volunteer Coordination</b>	Board Member	<b>Artz</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	As needed
	Key Club & Staff	Board Member	<b>McCoy</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	
<b>6</b>	<b>MJRD - New Membership Committee</b>	Board Member	<b>Artz</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	As needed
		Board Member	<b>Mabe</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Clark</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member	<b>Mullins</b>	1 Year	1/1/16 To 12/31/16	Chairman	Majority	