



Madison Joint Recreation District

Meeting Agenda Minutes & Highlights

Meeting Title:	MJRD Board MJRD Workshop MJRD Planning Other:			 
Meeting Date / Time:	1/11/2018 7:00 pm	Meeting Location:	Madison Village Hall	
Chairman:	Mr. John Dragas	Vice Chairman:	Mr. Chris Elliott	
Fiscal Officer:	Mrs. Terri Wagoner	Secretary:	Mrs. Linda Zappitelli	
In Attendance:	Dragas Frager Wagoner Alley Mabe Zappitelli Elliott Mullins 8:00			Not present: Clark
Scheduled Guests:	Septemberfest Subcommittee			

Agenda Topic	Responsible	1 st Motion	2 nd Motion	Vote	Time Allotted
1. Call to Order	Chair	Time: 7:04 pm		N/A	.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: December & Special Meeting	Secretary	Dragas	Alley	4-0-2 as amended (Wagoner/Zappitelli abstain)	3%
5. Fiscal Report	Fiscal Officer	Elliott	Mabe	7-0	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	Frager	Mullins	7-0	.5%

Meeting Notes and Discussion

Visitor Comments

Rikki & Aaron Belcher, Stacey Marlowe (Youth Baseball League)

- MJRD explained their vision. Rikki asked how are we planning to get all the youth sports organizations to come on board with MJRD? We explained that we are working on it this year (12-18 month plan).
- Baseball definitely has needs for funds. Stacey raised another concern if we hired a Rec director would they be spread too thin. Where would scheduling come in? Dragas says we need to understand how we fit together and understanding all the needs.
- Rikki asked what about the smaller sports organizations like ICC softball, Marauders, etc. MJRD response they wouldn't fall under our umbrella. Rikki thinks it's a wonderful idea if all sports and community did come together. It would help with value that Madison offers. Rikki asked if we've ever asked other communities who already have this organizational structure how they did it? MJRD responded we have not, but from what we see Schools and Community came together to make it happen.
- Stacey asked about insurance coverage and would MJRD be able to cover all the different unique necessary coverages. MJRD responded we would have to look into it. Rikki and Stacey agree to continue talks with MJRD.

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

- **(N) Levy Updates:** Currently developing long term plan -
 - Time to come to an agreement about putting us on a levy. Frager will look at timing. PAL will make a contribution to our levy fee. We need to really look at all the youth sports in community to see what they need and how they want to work with us. Offer for all leagues centralized: insurance, administration, website, fees (then we pay for all league fees, officials, equipment, uniforms); hire Rec director (will need an office). Plan has to be detailed.
 - Phase 1) Need to make firm contact with each league; Do fact finding stage to determine needs and how leagues want to work with us. Frager to send questions from a prior meeting to Dragas to tweak questionnaire template for this project.
 - Phase 2) Determine options for the leagues
 - Phase 3) Coordinate schedule for putting on ballot with entities.
 - **TIMING GOAL:** By end of year get through phase 1 & 2. At Sep meeting, plan to determine framework and get through phase 1. Need to have framework complete by Feb in order to get on May 2018 ballot.
 - All 3 entities on board with this and agreed MJRD needs to have a meeting with all 3 for further discussions. Would like to survey the community (via the leagues mailing lists, library mailing, Christmas in the Park event, etc) to get a feel for what community wants and willing to pay for. Also good idea to talk with recent school levy committee for better understanding on effective communication with community. Want to ensure community knows we're looking for recreational opportunities for ALL to use.
 - Reviewed survey questions for community. Plan to complete for distribution in a week.
 - Survey completed. Need to make copies and distribute and share electronically. Send to John Dragas half sheet copy and he'll arrange copies. Link on madisonrec.net website and post to facebook page. Would like results by January meeting. Send survey to rest of Rec board to share.
 - **Review survey results in greater detail at next meeting. Have 39 responses. Will share survey with Presidents of Football and Baseball Youth Leagues to share with their contact databases.**
 - Check with entities regarding timing of levy. Timing also determined as the NEED arises for our help.
 - Duane has begun creation of Rec board organizational chart, bylaw addition, and steps/checklist for steps required to roll out our new affiliations with the recreational leagues. **Great starting point and Duane shared with board for input.**
- (O) MJRD 2018 Meeting Schedule review for approval. Leave May - Oct 8PM start time. Frager motioned to adopt the dates discussed, Zappitelli second; Approved 8-0 [1/25, 2/22, 3/22, 4/26, 5/17, 6/28, 7/26, 8/23, 9/27, 10/25, 12/6]. Note Jan date moved up to 1/11.

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- **(N) Nominations for 2018 Executive Team; Review all positions whose term ends Jan 2018**
 - Wagoner nominated for Fiscal Officer; Elliott nominated/Frager seconded; **Approved 8-0**
 - Zappitelli nominated for Secretary; Dragas nominated/Frager seconded; **Approved 8-0**
 - Dragas nominated for Chairman; Elliott nominated/ Alley seconded; **Approved 7-0-1 (Dragas abstain)**
 - Frager nominated as Vice Chairman; Elliott nominated/Dragas seconded; **Elliott withdraws nomination**
 - Elliott nominated as Vice Chairman; Frager nominated/Dragas seconded; **Approved 8-0**
- **(N) Resolutions: write resolutions to thank others for Christmas in the Park event, Mike Evangelista, and Cornerstone brewery (hot chocolate donation).**
- **(N) MJRD applications for review: Eric Radkowski, Mitch Nusker, BJ Titman, Rajina Chima, Rikki Belcher**
 - We'll submit 3 names to Village and Township with leaving them option to appoint someone if they want to instead
 - Alley motioned for Executive session to review applications, Frager seconded; **Approved 8-0. Guests left.**
 - Invite applicants to attend Feb meeting for introductions then do executive session and contact them afterwards with results.
- **(N) Bylaw revision: Reviewed suggested changes (summary below), vote at Feb meeting.**
 - **Grammatical fixes**
 - **Co-fiscal officer addition**
 - **Affiliation with youth sports and programs/events**

Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report
 - Balance in General Fund: **\$5,143.51**
 - Comments: **See below for transaction details and pg 3-4 for Septemberfest report. Frager confirmed with Gehring insurance that difference in billing from declaration page was for additional Ohio tax and broker fee.**
- **Recreational Park Development (Dragas):**
- **Communications (Elliott & Zappitelli):**
- **Volunteer coordination (Frager):**
- **Tennis (Mabe):**
 - Look into using online registration and payment through MJRD website. **Looking Mid Feb to begin registration. Frager and Mabe created checklist for running league.**
- **Septemberfest (Mabe):**
 - Discussion & vote regarding requested Septemberfest committee splitting from MJRD. Decided MJRD to keep subcommittee and event. Will create separate bank account and **add verbage to resolution** to safeguard operating reserve/budget. Vote 5-0-2 (Terri and Jason abstained).
 - First planning meeting held 11-29-17. Sep 8, 2018 is event date. Rec board requested detailed itemized budget for planning, then add as line item in Rec board 2018 budget for approval.
 - **Separate meeting held 12-28-17 to discuss organization and role of subcommittee (refer to minutes). Subcommittee invited to Jan 11th MJRD Board meeting.**
 - **Reviewed proposed changes (summary below) to resolution 1-2017 into 1-2018, table to vote at Feb meeting.**
 - **Two meetings with subcommittee and MJRD Board for review, if MJRD no longer sees event in line with our goals then subcommittee would have first right of refusal. If they don't take event, then can be dissolved and any assets split evenly between 3 entities.**
 - **MJRD very grateful for all the help from subcommittee and MJRD will pledge greater support for this years event.**
 - **Looking for greater detail in timeline of expected expenses and income.**
 - **Need to apply for LCVB Art & Culture Fund grant by Feb 24th. Can apply for \$5,000 amount.**
 - **Suggest having another MJRD member to shadow Greg this year or take over.**
 - **Next meeting 1/17/18, 7PM at Madison Public Library.**

Events

- (Frager) Concerts ITP booth Fundraiser Program (Spring/Summer):
- (Wagoner) Community Social (around June 20 or 27th):
- (Alley) Sports Day (2nd Sunday in June 3, 2018):
- (Wagoner) Light up the Park (September 2, 2018):
- (Mabe) Septemberfest (September 8, 2018): See subcommittee report
- (Frager) "Christmas ITP" (December 1, 2018):
- (Wagoner) Candy Cane Lane – (Nov 16 &17, 2018)

Miscellaneous Business

Open forum:

- **6PM Sun at Township Hall, Blue Elite Football meeting with MBSYFB. Walt requested MJRD representation to be mediator.**

Close (Time: 9:24pm)

Next meeting date & time: **February 22nd, 2018 @ 7:00 pm at Madison Village Hall**

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Financial Report for January 11th, 2018

Prepared by Terri Wagoner

Balance in General Fund: \$5143.51

Payments Made between 12/7 & 1/11

Facebook ads from 9/9	17.01
Reimbursed Terri for CITP supplies	56.23
Background check yearly fee	399.00
Total...	\$472.24

Deposits Made between 12/7 & 1/11

Total...0

Pending Bills to be Paid:

Priority Research to be determined—

Terri turned in receipts

FB add was from October, forgot to include it last mtg

Septemberfest

Deposit to Northwest 4/12	\$2275.00
Deposit to Northwest 5/01	<u>\$2125.00</u>
Total	\$4400.00

Withdrawal	<u>-\$610.27</u>
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Balance \$3789.73

Liquor Liability	735.00
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Liquor License	150.00
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2% fee	88.00
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Balance \$2816.73

Deposit to Key from Northwest 5/18	\$610.27
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Reimburse Greg for tastings	-\$18.75
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Reimburse Terri for tastings	-\$63.72
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Glasses	<u>-\$527.80</u>
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0

Deposit into Key Bank 7/21	\$2600.00	Andover would not accept
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Banners 9/9	\$174.54
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Amazon- measured pourers 9/9	\$74.00
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Uline- fence 9/9	\$349.96
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Walmart –tents 9/9	\$601.92
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Worldwide tix 9/9	\$152.89
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Banners 9/9	\$119.43
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Amazon 9/9	\$188.90
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Banners 9/9	\$26.35
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Balance \$912.01

Deposit	\$3091.73
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Amazon-cups and batteries	211.09
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Amazon	70.61
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Facebook ad	2.99
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Aladdin table rentals	544.42
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Tractor supply- T posts	454.50
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Deposit	<u>585.00</u>
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Balance \$3305.13

Tractor supply return	<u>160.59</u>
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\$3465.72

Balance \$3465.72

#1570-Beverage Distributers	\$557.52
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#1571-Superior Beverage	374.96
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Balance 2533.24

Deposit 9/11	2808.01
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Balance	\$5341.25
#1575- Springhill wine	\$199.80
#1576-Hundley wine	\$253.26
#1578-Ferrante wine	\$184.00
#1579- Gehring Ins	\$690.00
#1566- Double wing beer	\$315.00
#1574-Debonne' wine	\$163.84
#1577-Grand River Cellars wine	\$215.76
#1573-M Cellars wine	<u>\$271.20</u>
Balance	\$3048.39
#1567-Willoughby Brewery beer	300.00
#1568-Cornerstone beer	260.00
#1569- GOTL beer	129.00
Tony Scheiber trash	\$200.00
Northcoast- shirts, sign and banner	385.00
Tim Sizemore- reimburse for gas and coldboxes	134.00
Chelsea Frey- reimburse for supplies	120.72
Maryann Guy- supplies ch # 1585	28.31
Porta pots	425.00

Deposits total-13484.74

575.00--23 Crafters @ \$25 each
\$2400 grant from LC visitors
\$4650 from sponsors
230.00-Pre-sales-
600.00--Chinese auction

??? -pop sales

13484.74

-8455.00 +pop sales

\$5029.74- pop sales

Cash pymts

Grand river cellars... 87.84
Mums 27.50
Pop 55.39
Rubber bands 1.07
Rockin Robin 800.00
4 bands at \$300 each = \$1200
Police officers at \$100 each x 4 = \$400
Committee dinner mtg... \$232.52

....**2225.42 + 270.00 = 2495.42- the outstanding**

Cash in hand...270.00 (added to profit) \$150 is deposit money that I have invoices for.

Need invoices or receipts for a few items... I will highlight them in **yellow**

These numbers will change. I know we will receive a few more bills, electric and water. I will work on this more before next meeting.. sorry I don't have more time right now.

Still waiting for the electric and water bill from the village.