



# 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>	1/25/2017 7:00 pm	<b>Meeting Location:</b>	Madison Village 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>	Dragas Frager Wagoner Elliott Collins(8:10) Alley Artz McCoy Mullins Clark Mabe		
<b>Scheduled Guests:</b>	Linda Zappitelli		

Agenda Topic	Responsible	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	Vote	Time Allotted
1. Call to Order	Chair	<b>Time: 8:02</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>December</b>	Secretary	<b>Wagoner</b>	<b>Alley</b>	<b>7-0-1</b>	3%
5. Fiscal Report	Fiscal Officer	<b>Elliott</b>	<b>Mabe</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>Alley</b>	<b>Frager</b>	<b>9-0</b>	.5%

### Meeting Notes and Discussion

#### Visitor Comments

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

- (O) **PAL Allegiance** – *Tabled*
- (O) **Discussion on the legal status of MJRD** – *Tabled*
- (O) **Youth Tennis Program**
- (O) **Levy Updates:** Awaiting 2017 to develop long term plan. **Tabled**
- (O) **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, Org Structure Diagram (chain of command).*
  - *Dragas will continue to coordinate with the entities (MLSD, Village, & Township). The MJRD must start with Sports in Madison.*
  - *Offer a central website with centralized services (i.e. Scheduling of Resources, Org Plans, Background Checks, sponsorships)*
  - *The MJRD will need to pursue Grant Funding.*
  - *Benchmarking will 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.*
  - *Grant Information (Dragas): BCIBurke.com → Resources → Funding Resource Center → Grants*
    - *Baseball – Elliott & Mullins*
    - *Football – Alley & Dragas*
    - *Softball - Wagoner*
    - *Tennis – Mabe & McCoy*
    - *Basketball – Frager & Artz – Lakeland CC is providing a \$1,000 to the basketball program.*
    - *Soccer – Clark & Collins*
    - ***Light up the Park (Dragas & Wagoner)***
  - ***Make an effort to go to board meetings for each sport.***
  - ***Look at opportunities to help the leagues.***
- (O) **Volleyball Tournament** – Terri stated Dennis Gauntner wanted help to move the volleyball tournament to the beach at Township Park. ***(Remove from Agenda, no help needed.)***
- (N) **RESOLUTION NO. 1-2017 - A RESOLUTION CREATING THE SUB-COMMITTEE, “FALL FEST” UNDER THE SUB-GROUP “MJRD EVENTS”, ESTABLISHING THE DUTIES, SCOPE AND RESPONSIBILITIES OF SAID SUB-COMMITTEE AND ADOPTING AN ANNUAL RENEWAL OF ITS RELEVANCE AND NEED.**
  - **Comments: Wagoner Sponsors the first motion. Frager Seconds the motion.**
  - **Approval: Voted 9-0 for approval.**
  - **Subcommittee – 2 Rec Board Members → Mabe & Wagoner**

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- (N) RESOLUTION NO. 2-2017 - A RESOLUTION MAKING THE APPROPRIATIONS FOR THE CURRENT EXPENSES AND FOR THE EXPEDITURES OF THE MJRD, STATE OF OHIO FOR THE PERIOD BEGINNING JANUARY 1, 2017 TO AND INCLUDING DECEMBER 31, 2017
  - Comments: Wagoner motions to sponsor. Frager seconds.
  - Approval: Voted 9-0 for approval.
  
- (O) Nominations for 2017 (Including Open Positions)
  - Schools – Alley: Elliott nominates Alley.
  - Village – Open: Mabe nominates Frager.
  - Township – Elliott: Clark nominates Elliott.
  - At Large – Frager:
  - At Large – Open:
  - Secretary: Frager nominated Mabe. Elliott nominates Mabe. Mabe nominates Frager. Elliott nominate Zappitelli.
  - Vice-Chairman: Frager nominated Elliott.
  - Chairman: Wagoner nominates Dragas.
  
- (N) Board of Trustees:
  - **New Appointments: Linda Zappitelli**
    - Nominated by Elliott, Second by Frager
    - Comments: Elliott introduced Linda to the team. Linda provided information about herself to the team.
    - Approval: Silent Ballot Vote – 8-0 approval for At-Large Position
  
  - **Board of Trustees Exiting the District or Re-Assignments**
    - Comments: Dragas will discuss with McCoy her interest to remain on the MJRD Rec Board.
    - Elliott and Alley both signed on for another 3 year term. 9-0-1 Vote for both.
    - Collins has exited the MJRD. The MJRD has accepted the resignation.
    - Clark & Frager Nominated for appointment of “At Large” for 2017. Approval vote was 7-0.
  
- (N) Proposal from T. Wagoner – All terms from all members should be 3 years.
  
- (N) Election of Officers:
  - A. The election meeting of the board of Trustees shall be held at a special meeting in January each year. The new officers shall take office upon the **conclusion of the meeting** and shall serve for one year (except the Fiscal Officer which is 2 years) or until election of their successors. The nominations will take place during the final meeting of the prior year.
  - B. The election shall be conducted by **secret ballot**. In the event more than two candidates are seeking the same office, and after the initial vote no candidate has received the majority vote, the candidate receiving the least number of votes shall be omitted from the ballot and voting shall continue in said manner until a candidate has achieved a majority of the votes.
  - C. If any office is not filled at the election, it shall be declared vacant and the **Chairman shall fill it by appointment** for the duration of the unexpired term of that office.
  - D. Qualifications of the Office of Chairman
    - She/he shall have served as a Trustee of the District for at least 1 full year.
  
  - **Secret Ballot Results:**
    - Chairman: Dragas, Approval Vote 9 out of 10, Accepted
    - Vice-Chairman: Elliott, Approval Vote 8 out of 10, Accepted
    - Secretary: Zappitelli, Approval Vote 8 out of 10, Accepted
    - Fiscal Officer is not up for voting at this time.
    - Dragas would like to have the subcommittees filled by the next meeting.

### Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report for *1/25/2017*;
  - Balance in General Fund: **\$977.42**
  - Comments: *See Page 4 for Details, Last bill from Septemberfest was paid. Reviewed the details with the board.*
  - **Background Check Fee – T. Wagoner recommends raising the background fee. Frager suggests raising from \$10.95 to \$13. Covers the price increase of the vendor. Frager makes a motion to raise the price to \$13. Wagoner seconds the motion. Approved 9-0.**
  
- **Recreational Park Development (Dragas): None**
- **Communications (Elliott & Collins):** *Collins reports the website was redone however some of the materials were not transferred including meeting minutes. The website administrator will send Linda and Chris access controls for the website. The team will work to restore the minutes.*
- **Volunteer coordination (Artz): None**

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### Events

- (Mabe) SemptemberFest (9/9-9/10): *Update and finalize teams for Septemberfest Tasks:*
  - *Formalize meetings outside of the rec board meetings to review.*
  - *Status Update:*
  - *Discuss Lessons Learned and Plans Going Forward (5 minutes): Greg proposed re-tooling this event in one of a couple of ways.*
  - *Take the event away from the MJRD and form an independent group/board*
    - *Form a board as a sub group of the MJRD, but give them independence*
    - *John suggested that the entire board needs to weigh in on this discussion*
    - *Duane suggested creating a separate line item in the budget to fund this event so when the budget is approved, the sub group can send as they need.*
    - *Additional questions to be discussed include: (Discuss with Fike's about the Running Event)*
    - *Timing of when the event should take place (Only one day, Saturday in August, probably 2-10 pm)*
    - *Creating time for kids vs. as separate event for the kids (Probably Not)*
    - *Moving the event to TWP (No, remain at the Village)*
    - *1 or 2-day event (1Day)*
    - *The processing of alcohol purchases (Work with Distributor/Vendors)*
    - *Time lines (Make decisions December 1<sup>st</sup>, 2016)*
    - *Overall parameters set by the board (Yes)*
  - *Mabe - MJRD would set the parameters of Septemberfest. Elliott asked the team to benchmark other communities. Frager stated that he had talks with legal and provided information from Mentor with a similar event. The team will benchmark and bring information to the December Meeting.*
  - *Review the Saturday's in August to determine the best dates. Looking to do on Saturday Only, 2-10 pm most likely.*
- (Frager) Concerts ITP booth Fundraiser Program (Spring/Summer 2016): Liability being turned in. Frager
- (Wagoner) Fike's 5K run (Summer 2017): Mabe stated that the 5K could partner with Fike's 5k run.
- (Wagoner) Light up the Park (Fall 2017)
- (Wagoner) Community Social (TBD):
- (Alley) Sports Day (June 2017):
- (Frager) "Christmas ITP" (TBD):
  - Cookies
  - Candy Canes / Coloring Books / Cocoa
  - Key Club Members
  - High School Choir

### Miscellaneous Business

- **Open forum:**
  - ***Candy Cane Lane – Friday & Saturday the weekend before Thanksgiving.***
    - ***Needs help with the program to help set up. The MJRD would like to help organize the event and help.***

### Close (Time: 9:51 pm)

Next meeting date & time: ***February 23rd, 2017 @ 7:00 pm at Madison Township Hall***

**Madison Joint Recreation District  
Financial Report for January 25, 2017**

Balance in General Fund: **\$977.42**

Payments Made between 12/1/16 & 1/25/2017

See Septemberfest update::

Madison Village (electric)

    Last bill from Sepfest                   \$69.33

Background check yearly fee               \$399.00

CAN Insurance (bond)                       \$285.00

Service charges in Nov & Dec               \$10.00

**Total... \$753.33**

Deposits Made between 12/1/16 & 1/25/17

Cash from shirts and glasses

    Sold after Sepfest                       \$361.00

Refund from Walmart

    Returned Hot chocolate                \$19.92

**Total...\$380.92**

Pending Bills to be Paid:

Priority Research to be determined

Service charges will be reversed

Prepared by Terri Wagoner

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Septemberfest Update 12/01/16

Deposits made to Northwest Bank in care of MCIC

\$8389.00

\$167.78 2% MCIC fee

\$8221.22

Payments made from MCIC:

\$160.00 Liquor License

\$26.00 paid to Terri Wagoner for printing

\$200.00 Insurance A paid to Richmond

\$610.00 Insurance Paid to Benedict Insurance

\$457.00 Ice Co

\$425.00 ASAP

\$972.94 reimbursed to MJRD for glasses and banners

\$942.83 reimbursed to MJRD for shirts

\$3793.77 total

Purchases made using MJRD:

\$42.70 Winners circle trophy

\$182.96 Walmart

\$19.16 Tru North (ice)

\$163.94 Marcs

\$105.00 Deans Printing

\$224.59 Walmart

\$42.80 Dollartree

\$42.00 Deans printing

\$24.97 Walmart

\$117.31 Ann Sizemore (corn hole bags)

\$36.06 Greg Mabe

\$120.00 Gazette

\$472.71 Terri Wagoner (lights)

\$666.95 The Fair for six

\$1505.34 John Dragas (cups and wristbands)

\$750.00 Scheiber hauling for trash

\$181.00 Debonne

\$274.50 Doublewing

\$321.85 Village Electric upgrades

\$69.33 Electric bill

\$242.50 Cornerstone

\$5605.67 total

\$8221.22

+ 361.00 remaining cash from selling shirts and glasses

+ 125.00

- 3793.77

- 5605.67

-\$692.22

Cash paid to:

\$50.00 Health Dept

\$76.27 Sam for cornhole boards

\$49.00 Fuel for truck

\$125.00 for the wings