



Madison Joint Recreation District

Meeting Agenda Minutes & Highlights

Meeting Title:	MJRD Board MJRD Workshop MJRD Planning Other:			 
Meeting Date / Time:	10/26/2017 6:00 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 Mullins Mabe Zappitelli			Not in attendance: Elliott Clark
Scheduled Guests:				

Agenda Topic	Responsible	1 st Motion	2 nd Motion	Vote	Time Allotted
1. Call to Order	Chair	Time: 6:02PM		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: September	Secretary	Alley	Mullins	4-0-3	3%
5. Fiscal Report	Fiscal Officer	Zappitelli	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	Alley	Zappitelli	6-0	.5%

Meeting Notes and Discussion

Visitor Comments

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.**
 - **Check with entities regarding timing of levy. Timing also determined as the NEED arises for our help.**
- **(O) Open Positions for 2017**
 - Village – One seat Open
 - Twshp - One seat Open
 - School - One seat Open
- **(O) Terms for MJRD at large members** - John signed, **Terri signed MJRD resolution 3-2017 approving 3 year terms.**
- **(O) Old Wellfield** - Received request to dissolve lease.
 - Agreement and Lease Termination Addendum written. Dragas motioned to approve request to dissolve lease; Alley seconded. Vote passed 6-1-1 (Frager voted against and Mabe did abstain).
 - John signed, **Terri signed MJRD resolution 4-2017.**
- **(O) Liner for ice rink replacement (Estimated cost \$500-600)**
 - **In July concluded: We do not have funds in budget to replace liner this year (need to respond back to Village). We can revisit if funds become available before this Winter.** Confirmed liner life expectancy and should plan in budget for replacement every 3-4 years. Rest of rink parts still in good condition. Long term plan: set up an account and take donations specifically for maintenance. Decided to wait until Oct mtg after financial result of Septemberfest to see if we have funds available. **Mullins confirmed with Village liner has many pin holes that are hard to locate letting water leak out and recommend to replace. Wagoner will approach**

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MCIC to see if they will contribute funds towards liner. Zappitelli motioned to approve purchase of new liner for ice rink, Frager seconded; 7-0 approved.

Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report
 - Balance in General Fund: **\$1,409.74**
 - Comments: **See page 3-4 for transaction details and separate Septemberfest Financial Report.**
 - (O) Resolution 5-2017 to thank Walmart for the \$1,500 community grant, will be written by Frager. **Received Walmart grant check on 10/23/17.**
 - (O) Budget Approved 7-0 March meeting. John signed, **Terri signed MJRD resolution 2-2017 approving budget.**
- **Recreational Park Development (Dragas):**
- **Communications (Elliott & Zappitelli):**
 - **Calendar page will be removed from our website as not accurate and not being used as originally intended.**
- **Volunteer coordination (Frager):** Dragas motioned to appoint Frager as new volunteer chair, Zappitelli seconded, vote 5-0. Elliott will contact Artz regarding administration of the Wix website for parks reservations.
- **Tennis (Mabe):**
 - Mabe to look at funds at end of Fall season to determine what re-payment amount to MJRD can be made. **\$500 being reimbursed.**
- **Septemberfest (Mabe):**
 - **Financial results reported. Awaiting a few more bills and deposits.**
 - **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).**

Events

- (Frager) Concerts ITP booth Fundraiser Program (Spring/Summer):
- (Wagoner) Light up the Park (September):
- (Wagoner) Community Social (June):
- (Alley) Sports Day (2nd Sunday in June):
- (Mabe) Septemberfest (September): See subcommittee report
- (Frager) "Christmas ITP" (Dec 2, 2017 6-8PM): Add to website
 - **Cookies from Aldi's / Candy Canes hope to get donation from Dollar General/ Coloring Books get printed from Village or Village Print Shop (Frager will follow up)/ Cocoa donated - Dragas will contact local businesses for donations. Popcorn donation secured. Plan to brew water for hot chocolate at MHS and bring to village. Need cups (hopefully from Village) and napkins Dragas will get. Got Santa lined up.**
 - **Key Club Members / High School Choir - Frager will be in charge of lining up volunteers for event.**
 - **Received \$50 donation from Grand River Lodge for this event. Need to get insurance for it.**
 - **Hot cocoa, usually have at least three gallon coolers used and around 150 - 200 kids attend**
 - **Fire and tree done by Village**
 - **Possibly do a food drive and raffle tickets to win a basket and put survey questionnaire on same table.**
- (Wagoner) Candy Cane Lane – (2017 event cancelled)
 - The MJRD canceled to help organize the event this year. Planning for 2018.

Miscellaneous Business

Open forum:

Close (Time: 7:27pm)

Next meeting date & time: **December 7th, 2017 @ 7:00 pm at Madison Village Hall**

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Financial Report for October 26, 2017 - Prepared by Terri Wagoner

Balance in General Fund: **\$ 1409.74**

Payments Made between 9/23 & 10/26

See Septemberfest pages (I would like to keep this separate from the rec board. Will work on it for next Meeting)

Total... \$

Deposits Made between 9/23 & 10/23

Total... \$ 0

Pending Bills to be Paid:

Priority Research to be determined—

I have a \$1500 check from Walmart ready to deposit

Septemberfest 2017

Report for October 26, 2017

Deposit to Northwest 4/12 \$2275.00

Deposit to Northwest 5/01 \$2125.00

Total \$4400.00

Withdrawal -\$610.27

Balance \$3789.73

Liquor Liability 735.00

Liquor License 150.00

2% fee 88.00

Balance \$2816.73

Deposit to Key from Northwest 5/18 \$610.27

Reimburse Greg for tastings -\$18.75

Reimburse Terri for tastings -\$63.72

Glasses -\$527.80

0

Deposit into Key Bank 7/21 \$2600.00 Andover would not accept

Banners 9/9 \$174.54

Amazon- measured pourers 9/9 \$74.00

Uline- fence 9/9 \$349.96

Walmart -tents 9/9 \$601.92

Worldwide tix 9/9 \$152.89

Banners 9/9 \$119.43

Amazon 9/9 \$188.90

Banners 9/9 \$26.35

Balance \$912.01

Deposit \$3091.73

Amazon-cups and batteries 211.09

Amazon 70.61

Facebook ad 2.99

Aladdin table rentals 544.42

Tractor supply- T posts 454.50

Deposit 585.00

Balance \$3305.13

Tractor supply return 160.59

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\$3465.72

Balance	\$3465.72
#1570-Beverage Distributers	\$557.52
#1571-Superior Beverage	374.96
Balance	2533.24
Deposit 9/11	2808.01
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	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. Still waiting for the electric and water bill from the village and \$2400 balance from grant