



# MADISON JOINT RECREATION DISTRICT

## MEETING AGENDA MINUTES & HIGHLIGHTS

<b>Meeting Title:</b>	<b>MJRD Board</b> MJRD Workshop MJRD Planning Other:			  <small>"Together we can make a difference"</small> <small>www.madisonrec.net</small>
<b>Meeting Date / Time:</b>	12/01/2016 7:00 pm	<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</b> Artz McCoy Mullins <b>Clark 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	<b>Time: 7:03</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>October</b>	Secretary	<b>Mabe</b>	<b>Alley</b>	<b>6-0 / Wagoner abstained</b>	3%
5. Fiscal Report	Fiscal Officer	<b>Elliott</b>	<b>Mabe</b>	<b>7-0</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>Elliott</b>	<b>Wagoner</b>	<b>7-0</b>	.5%

### Meeting Notes and Discussion

#### Visitor Comments

- **Madison JV White Superbowl Champions**
  - Present **RESOLUTION NO 2-2016** (Nomination to approve the resolution, 1<sup>st</sup>: Elliott, 2<sup>nd</sup>: Clark, Vote: 7-0)
  - Comments: Presented to the team.
- **Cleveland Gladiators - A representative (name: Erin Simmons) from the team is to give a short presentation about their "offering" to communities for potential fund raisers.**
  - Comments: Had originally talked to Frager about opportunities. Group Night opportunities for fundraising.
    - Group Tickets – Buy and re-sell
    - 50/50 Raffle – Sell 200 Tickets, opportunity to perform the 50/50 raffle at the game.
      - Generally \$1500 to \$3000 typically – Highest take home was \$600
    - On the field recognition opportunities – Football Game during halftime, Benchwarmers, high fives, also the national anthem and flag
    - Schedule comes out at the end of December. \$100 deposits to choose.

#### 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
- (O) **Volleyball Tournament** – Terri stated Dennis Gautner wanted help to move the volleyball tournament to the beach at Township Park.

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- **(N) 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.
  - Vice-Chairman: Frager nominated Elliott.
  - Chairman: Wagoner nominates Dragas.

- **(N) Schedule for 2017 Meetings**
  - JAN 25 @ 8PM @ VILLAGE
  - FEB 23 @ 7PM @ TWP
  - MAR 23 @ 7PM @ VILLAGE
  - APR 27 @ 7PM @ TWP
  - MAY 25 @ 8PM @ VILLAGE
  - JUN 22 @ 8PM @ TWP
  - JUL 27 @ 8PM @ VILLAGE
  - AUG 24 @ 8PM @ TWP
  - SEP 28 @ 8PM @ VILLAGE
  - OCT 26 @ 8PM @ TWP
  - NOV OFF !!!
  - DEC 7 @ 7PM @ VILLAGE

### Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report for **12/01/2016;**
  - Balance in General Fund: **\$1389.83**
  - **Comments:** *See Page 3 for Details*
- **Recreational Park Development (Dragas):**
- **Communications (Elliott & Collins):**
- **Volunteer coordination (Artz):**

### 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 2016):** Mabe stated that the 5K could partner with Fike's 5k run.
- **(Wagoner) Light up the Park (Fall 2016):** Next Sunday, 9/4/16, 1200 to dark (fireworks).
- **(Wagoner) Community Social (June 29, 2016):**
- **(Alley) Sports Day (June 2016):**
- **(Frager) "Christmas ITP" (December 3, 2016):**
  - Cookies -
  - Candy Canes / Coloring Books / Cocoa –
  - Key Club Members –
  - High School Choir –

# MADISON JOINT RECREATION DISTRICT

## MEETING AGENDA MINUTES & HIGHLIGHTS

### Miscellaneous Business

- Open forum:

### Close (Time: 7:30 pm)

Next meeting date & time: *January 26<sup>th</sup>, 2017 @ 7:00 pm at Madison Village Hall*

## Madison Joint Recreation District Financial Report for December 1, 2016

Balance in General Fund:

\$1389.83

Payments Made between 10/27&12/1

See Septemberfest update::

Village Print shop (CITP)	\$30.00
Walmart – hot chocolate (CITP)	\$63.91

**Total... \$93.91**

Deposits Made between 10/27&12/1

Donation from the Odd Fellows	
For CITP	\$100.00
Tennis made 1 <sup>st</sup> repayment	\$500.00

**Total...\$600.00**

Pending Bills to be Paid:

Priority Research to be determined

Prepared by Terri Wagoner

# MADISON JOINT RECREATION DISTRICT

## MEETING AGENDA MINUTES & HIGHLIGHTS

Executive Board		Procedure Individual	2015 Member	Term	Current Terms	Appoint by	Votes Needed	Tentative Meet Dates
<b>Chairman</b>		Chairman		1 Year	1/1/16 To 12/31/16	Vote	Majority	Monthly
<b>Vice-Chairman</b>		Vice-Chairman		1 Year	1/1/16 To 12/31/16	Vote	Majority	4th Thursday
<b>Fiscal Officer</b>		Treasurer		2 Year	1/1/16 To 12/31/17	Vote	Majority	
<b>Secretary</b>		Secretary		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
<b>Reporting of facts back to the Board with recommendations and a defined limited authority</b>								
<b>1</b>	<b>MJRD - Budget Advisory Group</b>	Fiscal Officer		2 Year	1/1/16 To 12/31/17	Position	NA	Semi-Annually
		Chairman		1 Year	1/1/16 To 12/31/16	Position	NA	
		Vice-Chairman		1 Year	1/1/16 To 12/31/16	Position	NA	
		Secretary		1 Year	1/1/16 To 12/31/16	Position	NA	
<b>2</b>	<b>MJRD - Recreational Park Development</b>	Vice-Chairman		1 Year	1/1/16 To 12/31/16	Position	NA	As needed
	Schools, TWP & Senior Center	Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member		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>3</b>	<b>MJRD - Communications</b>	Secretary		1 Year	1/1/16 To 12/31/16	Position	NA	As needed
	Website, Correspondence, Marketing	Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member		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>4</b>	<b>MJRD - Events</b>	Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	As needed
	All Board Member's help is required	Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member		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>5</b>	<b>MJRD - Volunteer Coordination</b>	Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	As needed
	Key Club & Staff	Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	
		Board Member		1 Year	1/1/16 To 12/31/16	Chairman	Majority	
SCHOOLS:		DRAGAS	2017	MEETING SCHEDULE FOR 2017		JAN 26 @ 7PM @ VILLAGE		
		ARTZ	2018			FEB 23 @ 7PM @ TWP		
		ALLEY	2016			MAR 23 @ 7PM @ VILLAGE		
VILLAGE:		WAGONER	2017			APR 27 @ 7PM @ TWP		
		MABE	2018			MAY 25 @ 8PM @ VILLAGE		
		OPEN	2016			JUN 22 @ 8PM @ TWP		
TOWNSHIP:		MULLINS	2017			JUL 27 @ 8PM @ VILLAGE		
		MCCOY	2018			AUG 24 @ 8PM @ TWP		
		ELLIOTT	2016			SEP 28 @ 8PM @ VILLAGE		
AT LARGE:		COLLINS	2017			OCT 26 @ 8PM @ TWP		
		CLARK	2018			NOV OFF !!!		
		FRAGER	2016			DEC 7 @ 7PM @ VILLAGE		