



# 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>	2/23/2017 7:00 pm	<b>Meeting Location:</b>	Madison Township Hall		
<b>Chairman:</b>	Mr. John Dragas	<b>Vice Chairman:</b>	Mr. Chris Elliott		
<b>Fiscal Officer:</b>	Mrs. Terri Wagoner	<b>Secretary:</b>	Mrs. Linda Zappitelli		
<b>In Attendance:</b>	<b>Dragas Frager Wagoner Elliott Alley Artz McCoy Mullins Clark Mabe Zappitelli</b>				
<b>Scheduled Guests:</b>					
<b>Agenda Topic</b>	<b>Responsible</b>	<b>1<sup>st</sup> Motion</b>	<b>2<sup>nd</sup> Motion</b>	<b>Vote</b>	<b>Time Allotted</b>
1. Call to Order	Chair	<b>Time: 7:07PM</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>January</b>	Secretary	<b>Frager</b>	<b>Wagoner</b>	<b>6-0</b>	3%
5. Fiscal Report	Fiscal Officer	<b>Mabe</b>	<b>Elliott</b>	<b>6-0</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>6-0</b>	.5%

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### Meeting Notes and Discussion

#### Visitor Comments

- **Chelsea Frey - Interested in helping with Septemberfest. Enlisted her uncle, Don Bartlett to volunteer too.**

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

- (O) **PAL Allegiance** – Tabled
- (O) **Discussion on the legal status of MJRD** – Tabled
- (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 (Mtgs held 3rd Monday @ Howard Hanna Bldg, 7PM)
      - Dragas secured 120 free batting helmets
    - Football – Alley & Dragas (Mtgs held 2nd Sunday, 6PM)
    - 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) **Open Positions for 2017 - Post on Facebook & other social media sites to announce open positions**
  - Village – Open
  - **Twshp - Open**
- (O) **Board of Trustees:**
  - **Board of Trustees Exiting the District or Re-Assignments**
  - **Comments: Dragas will discuss with McCoy her interest to remain on the MJRD Rec Board. McCoy will be sending in resignation letter.**
- (N) **Proposal from T. Wagoner** – All terms from all members should be 3 years.
  - Proposed to extend at large from 1 to 3 years. **Needs staggered. 6-0 passed Wagoner motioned / Elliott seconded.**
- (N) **Website - Is there a need for our own website or can we piggyback with existing websites Village, Twnshp, Schools?**
  - **Dragas will ask Superintendent if we can be added to their school website**
- **Softball sponsor requesting sponsorship - we can't this year**
- **Ultimate Frisbee: We will print copies of flyers in lieu of sponsorship money**

#### Subcommittee Reports (Vice Chairman)

- **Dragas would like to have the subcommittees filled by the February meeting.**
- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report for 2/23/2017
  - Balance in General Fund: **\$987.42**
  - Comments: **See Page 4 for Details; Ready for audit in June**
  - **General Liability insurance due in June, position bond already paid this year**
    - **Dragas will call and get another quote for general liability**
- **Recreational Park Development (Dragas):**
- **Communications (Elliott & Zappitelli): Collins transferred website administrator to Linda and Chris successfully. The team will work to restore the minutes and update website.**

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- Volunteer coordination (Artz):
- Tennis (Rallyball):
  - Rolled into MJRD. Add Subcommittee and create resolution.
  - (N) Frager will follow up with Joe to amend bylaws to include oversight, management, administrative duties and policy on how to manage
  - Rallyball: Forms are getting ready to go out Mid-March for Spring season. Mr. Brainard excited about Middle School program that will be offered in summer. Sponsorship costs \$200 (covers forms, shirts for current session). Would like banner to hang at courts announcing times courts are used for program.
    - Dragas will check with Streak Shack about shirts for Spring/Fall sessions (grades 3-5)
    - Mabe will reach out to Kiwanis and Library for sponsorship opportunity; Wagoner mentioned MCIC could be possible sponsor.
- Septemberfest (Mabe): Sep 9th, 2-10 pm:
  - Two meetings held, excited about turnout and volunteers,
  - First sponsorship secured CT Consultants. Hearn backed away from title sponsorship as putting focus on Rabbit Run. March 11th sponsorships open to all.
  - 4 of 5 bands confirmed
  - Securing food trucks 2-3
  - Lake County Visitors Bureau grant application turned in asking for \$6k. Won't know until May if approved. Offer first year \$7k, 2nd year \$5k, 3rd year \$3, then recycle back at \$7k 4th year
  - Alcohol : Duane Bailey getting liquor license. Will offer 12 beers/12 wines. Will have backups lined up if run out.
  - Doing packages instead of drink tickets, have Paypal account that we can link to (have lots of tickets left from last year we can use, but need to get Pike to sponsor)
  - Application already in with Village
  - Rain date on Sep 10th
  - Next mtg 3/15 @ 7pm @ library
  - Cornhole prize percentage of pot, no wing contest
  - Need small 10x10 storage unit to hold - Wagoner will see if they will provide rent free for our use
  - See about adding countdown widget on Facebook page

### Events

- (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
- Candy Cane Lane – Friday & Saturday (Nov 18 & 19) the weekend before Thanksgiving @ Immaculate Conception.
  - Needs help with the program to help set up/tear down and sell tickets. The MJRD would like to help organize the event and help. Split proceeds 50/50 with MCIC.

### Miscellaneous Business

- Open forum:

### Close (Time: 7:57 pm)

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

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### Madison Joint Recreation District Financial Report for February 23, 2017

Balance in General Fund:  
\$987.42

Payments Made between 1/25 & 2/23

**Total... \$0**

Deposits Made between 1/25 & 2/23

Refund service charge	\$5.00
Deposit (sold a shirt)	\$5.00

**Total...\$10.00**

Pending Bills to be Paid:

Priority Research to be determined

Prepared by Terri Wagoner