



# 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>	7/26/2018 8:00 pm	<b>Meeting Location:</b>	MJRD Bldg	
<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 Wagoner Zappitelli Frager Titman Marlow Alley Mabe</b> <b>Not present: Elliott Nusker Radkowski Clark</b>			
<b>Scheduled Guests:</b>				

Agenda Topic	Responsible	1 <sup>st</sup> Motion	2 <sup>nd</sup> Motion	Vote	Time Allotted
1. Call to Order	Chair	<b>Time: 8:07PM</b>		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: <b>June</b>	Secretary	<b>Frager</b>	<b>Marlow</b>	<b>6-0-2 (Mabe, Alley abstain)</b>	3%
5. Fiscal Report	Fiscal Officer	<b>Alley</b>	<b>Frager</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>Marlow</b>	<b>7-0-1 (Frager abstain)</b>	.5%

### Meeting Notes and Discussion

#### Visitor Comments

- **Mr. Marlowe with MYBA (baseball assoc) has opened discussion with MSA (softball assoc) about merging leagues.**

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

- **(O) Stanton Park Building for MJRD**
  - Lease Agreement with TWP: **New wording will include MJRD activities and related recreational events. Will need to re-sign once approved by TWP. Dragas will contact Tim Brown to say as soon as done he will swing by to sign.**
  - **Frager will ask Village if they'll fund up to \$50. Dragas will draft letter asking MLSD and Village if they'll fund up to \$500 for MJRD building expenses.**
  - **Frager motions to create an Ad-hoc subcommittee led by Eric Radkowski to spearhead improvements to office. Dragas seconds, approved 8-0. Radkowski can recruit other members for assistance.**
  - **Dragas to chat with Tim Brown re: Confirm want phone line and blow out wall. Ask about wi-fi. Purchase MJRD sign for entrance. Mabe to get quote for 2x3 banner (and next size) with grommet to include our logo and add phone #.**
- **(N) Revisit Affiliation standards: All letters pertaining to affiliation in the Google Drive under business plans. Section 9 of Bylaws talks specifically about Affiliation. Commit to this being central topic at next meeting. All to read through and come with their thoughts.**
  - **First suggestion that we could offer immediately - reduced price background checks to lowest level of affiliation.**
  - **Check into online registrations on our website. Some leagues already doing successfully (MYBA uses Active service, MBSYFA uses Jersey Watch).**

#### Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report
  - Balance in General Fund: **\$7,108.65**
    - Comments: **See transaction details below.**
    - **We have done about 40 background checks this year (need 140 done to break even). Marlow mentioned baseball league paid \$299 one time fee and flat \$12 each background check. We pay \$399 annually with same service company, Protect Youth Sports, and pay \$8.95 per background check.**
    - **Dragas to add to MJRD Drive all Richmond Insurance policy docs for our general MJRD liability insurance.**
    - **Asking for UPDATE on transitioning in of Co-Fiscal Officer. What tasks/duties have been split?**
- **Recreational Park Development (Elliott):** For park reservations, previously MJRD would send date, who, & contact info to Kerry McCoy at TWP office. She would handle rest. Plan to discontinue use of Wix website and roll into MJRD website. **Work in progress. Titman created online Google form and needs to tweak it to be able to print it or forward electronically to TWP (check out Lotus Notes Reservations or Sharepoint). Zappitelli to still roll the WIX website into the MJRD website.**
- **Communications (Elliott & Zappitelli):** **Double check our website has all Lindsey Law and concussion links. Add head's up (Duane will send to me). Lindsey Law signed form is good for 1 full year and covers all sports. Add our new bldg address and PO Box to our website.**
- **Volunteer coordination (Frager):** **Dragas volunteered to assist Frager in communications with Key Club advisor at MHS.**

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- **Tennis (Mabe): Middle School Tennis League tournament on Aug 5 at 11am. Looking for 1-2 volunteers to help with matches. Dragas will ask Mr. Brainard if any students available to volunteer.**
- **Septemberfest (Sizemore):**
  - Awarded \$3,500 LCVB grant. Invoiced for half amount now and will receive balance after event.
  - Need to display logo and promotional materials for Remarkable Lake County, OH campaign at our event.
  - Forward any requests for volunteers, etc to Tim Sizemore and/or Terri Wagoner.
  - Recommended that Board members attend a meeting or two and plan on volunteering with event.
  - Need to let Village know what day to deliver the corn hole boards from Village Garage.
  - **Next meeting on Tue 7/31 @ 6PM @ MJRD Bldg (will be reviewing inventory). Volunteer sign up sheet will be electronic. Final band booked. Title sponsor secured. Need Liquor license yet. Gehring providing general liability insurance (have docs, but pay close to event date, cost \$575). Frager will contact Gehring for liquor license insurance.**

### Events

- (Frager) Concerts ITP booth Fundraiser Program (Spring/Summer):
- (Wagoner) Light up the Park (September 2, 2018):
- Septemberfest (September 8, 2018; 12-8pm): See subcommittee report
- (Wagoner) Candy Cane Lane – (Nov 16 & 17, 2018)
- (Frager) "Christmas ITP" (December 1, 2018):
- (Alley) Sports Day (2nd Sunday in June 2019):
- (Wagoner) Community Social (June 2019):

### Miscellaneous Business

#### Open forum:

- **MLSD is now paperless. For Athletics, all forms are electronic and only paper form is Sports Physical. FYI, low cost physicals at Seeds Ortho in Ashtabula is \$10 and Spinal Health in Geneva for \$20 (they'll donate \$10 back to whatever sport league you designate).**
- **Frager reported two persons asked Village Council about restoring horse shoe pits in park behind the Senior Center. Dragas will contact Rob Broadwater (Scout Master) to see if Eagle Scouts would take on project. We will need to secure materials. Frager volunteered to follow up and ask Senior Center about materials.**
- **Concerned citizen contacted MSA league and TWP regarding TWP park ball field needing sand. Looking for a response. Dragas will respond that leagues responsible for upkeep of ball fields.**

### Close (Time: 9:35PM)

Next meeting date & time: **August 23rd, 2018 @ 8:00 pm at MJRD Building**

**Financial Report for July 26, 2018:** Prepared by Terri Wagoner

**Balance in General Fund: \$7,108.65**

Payments Made between 6/28 & 7/26

Background checks (8)	\$71.20
MBSYFA (financial aid)	\$150.00
<b>Total...</b>	<b>\$221.20</b>

Deposits Made between 6/28 & 7/26

**Total...\$0**

Pending Bills to be Paid:

Priority Research to be determined—

#### **SEPTEMBERFEST 2018**

<b>\$3,659.35</b>	balance from 2017
- 50.00	park reservation
- 25.00	stamps
<u>+375.00</u>	deposit (325.00 sponsor and 50 crafters)
<b>\$3,959.35</b>	
<u>+ 775.00</u>	deposit
<b>\$4,734.35</b>	
<u>-225.00</u>	Madison Rental (tables and tents)
<b>4,509.35</b>	
<u>+250.00</u>	Deposit (sponsor)
<b>4,759.35</b>	
<u>+75.00</u>	Deposit (1 sponsor/ 1 crafter)
<b>\$4,834.35</b>	
<u>1,750.00</u>	LCVB grant deposit
<b>6,584.35</b>	
<u>125.00</u>	1 sponsors/2 crafters
<b>6,809.35</b>	
<u>100.00</u>	1 sponsor/ 1 crafter
<b>\$6,909.35</b>	<b>June 28th</b>

Deposits made to Andover Bank = \$150 sponsor  
(check was made out to MCIC)