



# 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>	9/27/2018 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>Wagoner Zappitelli Frager Titman Marlow Alley Elliott 8:13 Nusker Dragas Mabe</b> <b>Not Present: 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: 8:03PM</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>Ad-hoc &amp; August</b>	Secretary	<b>Frager Nusker</b>	<b>Dragas Frager</b>	<b>8-0-1 (Mabe abstain) 7-0-2 (Mabe &amp; Dragas)</b>	3%
5. Fiscal Report	Fiscal Officer	<b>Alley</b>	<b>Nusker</b>	<b>9-0</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>Nusker</b>	<b>10-0</b>	.5%

### Meeting Notes and Discussion

#### Visitor Comments

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

- (O) Stanton Park Building for MJRD
  - Lease Agreement with TWP (on Use of Premises):
    - **Need copy of signed agreement for our files.** (This can be removed from agenda).
- **(N) Big Dog Bounce awarding bounce house use to TWP. MJRD might be involved in determining when & where.**
- **(N) Youth Basketball league trophies (less than 100) - possibly store/display in MJRD building. Currently, they are paying for storage.**
- **(N) Youth Basketball league doesn't have a website - could use MJRD site. Add link to their registration form and create a page for them on our site.**

#### Subcommittee Reports (Vice Chairman)

- **Budget (Fiscal Officer):** Madison Joint Recreation District Financial Report
  - Balance in General Fund: **\$7971.94 See transaction detail below**
    - Comments: 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. Marlow's contact suggested MJRD drop our account and run it through baseball. MJRD would prefer to keep own account so **Wagoner will contact our service contact to see if we can get same deal.**
    - Transitioning in of Co-Fiscal Officer. What tasks/duties have been split? **Wagoner and Clark to meet next Wed.**
- **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. **Elliott to contact Jersey Watch to see if they can create something for us on our website.**
- **Communications (Elliott & Zappitelli):**
  - Add head's up (Duane will send to me). Add our PO Box to our website.
- **Volunteer coordination (Frager):**
  - Project request: restoring horse shoe pits, etc in park behind the Senior Center. Email sent to Scouts; **waiting to hear back from them if they are willing to take project on.** If so, then MJRD will work on securing supplies.
- **Septemberfest (Sizemore):**
  - Awarded \$3,500 LCVB grant. Invoiced for half amount now and will receive balance after event.
  - Gehring providing general liability insurance (have docs, but pay close to event date, cost \$575). Frager will contact Gehring for liquor license insurance. RECEIVED quote, Wagoner to pay 9/1.
  - **Committee plans to attend our Oct meeting to recap 2018 event.**
  - **Last Mon, debriefing meeting held with committee. Lots of sweet wine left. Notes for next year: Maybe stay open later to 9pm (not 10pm) and start at 1pm. No more dead shed for next year for photo area. Need more volunteers especially to clean up. Better identify where beer/wine stations are located with balloons or something. Growler idea. Day of event, limit packages offered to keep admission line moving and streamline it. Closing of Main street is a loss for businesses. Lots of positive feedback. Look into more advertising within community.**

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- **Post meeting with LCVB scheduled. Out of 6 grants given, only 2 showed for event feedback. Event brite pushed out survey LCVB is asking for. Less than 20 survey responses so far. Push survey to MJRD Board to take it. They are restructuring grant for 2019. We will be on year 3, which is a reduced amount.**
- **MJRD Building Improvement:**
  - Subcommittee looking for agreement as to which walls we want to take out. Recommending front door be replaced, carpet removed and replaced with non-carpet flooring, and paint walls. Radkowski will set up meeting with Tim from TWP to see what they are willing to do.
  - **Two phase approach (2018 & 2019) - For 2018: Sign, flooring, outside lighting, walls, painting. In process of getting quotes for all these things then review with TWP to see what they will do then approach Schools and Village if they can contribute resources. TWP had asbestos test done and confirmed tested positive so no walls can be knocked down.**

### Youth Sports Affiliation

- All letters pertaining to affiliation in the Google Drive under business plans. Section 9 of Bylaws talks specifically about Affiliation.
  - 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).
  - Frager revised affiliation draft with input from MJRD members that run youth sports leagues. Reviewed it and will send copy to MJRD members for further input.
  - **Titman spoke with Rec director of Perry. Willing to show us what they do.**
  - **Insurance for Board of Directors is costly and won't be any cost savings. Insurance savings for coverage of youth participants is feasible.**
  - **Elliott suggests we need to have structure in place and end goal instead of piece mealing it which could lead to a mess.**
  - **Catalyst to help move leagues into working with MJRD, Entities have to turn over facility/field use approval to MJRD.**
  - **MJRD looking to provide oversight to leagues. Need to figure out how we approach it.**
  - **Mabe motions to offer MJRD services of bookkeeping/financial oversight to MYBA (basketball) league, Alley seconded; approved 10-0.**
- **Sunshine rule/law: Public entity has to notify public within 24 hours of any meetings. All ideas need to be documented and in our notes. Mabe and Frager only two left on board that took Sunshine training.**
- **Ad-hoc sub-committee created: Dragas appointed Elliott, Marlow, and Titman to co-chair it. Goal to research Madison Youth football going forward keeping in mind our diverse community.**
  - **Rikki Belcher approached Elite football board about possibility of starting unification process.**
  - **MJRD would like to get input from members of both existing leagues and newly appointed sub-committee to bring heads together.**
  - **Need additional research on modified play and Gateway League.**
- **Tennis (Mabe):**

### Events

- (Wagoner) Candy Cane Lane – (Nov 16 & 17, 2018) : **Not much interest from crafters. If don't get more within the week will cancel event. Maybe re-invent event.**
- (Frager) "Christmas ITP" (December 1, 2018; 6-8PM): **Frager will contact Mr. Tomko (band director). Follow up with Mike Evangelista for Santa (back-up maybe Jerry). Contacting Key Club for volunteers. Fire station delivering Santa. Dragas to secure hot chocolate, cookies, popcorn. Village does clean up. His Majesty's B&B requesting to place Mailbox to take letters for Santa.**
- (Alley) Sports Day (2nd Sunday in June 2019):
- (Wagoner) Community Social (June 2019):
- (Frager) Concerts ITP booth Fundraiser Program (Spring/Summer):
- (Wagoner) Light up the Park (September 2019):
- Septemberfest (September 7, 2019): See subcommittee report

### Miscellaneous Business

Open forum:

**Close (Time: 10:21PM)**

Next meeting date & time: **October 25th, 2018 @ 8:00 pm at [MJRD Building](#)**

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### Madison Joint Recreation District Financial Report for September 27th, 2018 Prepared by Terri Wagoner

Balance in General Fund: \$7971.94

#### Payments Made between 8/29 & 9/27

Background checks	302.60
Septemberfest	7182.25
<b>Total...</b>	<b>\$7484.85</b>

#### Deposits Made between 8/29 & 9/27

Background checks	408.00
Septemberfest	12298.75
<b>Total...</b>	<b>\$12706.75</b>

#### Pending Bills to be Paid:

Priority Research to be determined—  
9/8 ready to deposit....40.00

### SEPTEMBERFEST 2018

3659.35 balance from 2017  
- 50.00 park reservation #1589  
- 25.00 stamps debit  
+375.00 deposit (325.00 sponsor and 50 crafter)  
**3959.35**  
+775.00 deposit  
**4734.35**  
-225.00 Madison Rental (tables and tents) #1594  
**4509.35**  
+250.00 Deposit (sponsor)  
**4759.35**  
+75.00 Deposit (1 sponsor/ 1 crafter)  
**4834.35**  
+1750.00 LCVB grant deposit  
**6584.35**  
+125.00 1 sponsors/2 crafters  
**6809.35**  
+100.00 1 sponsor/ 1 crafter  
**6909.35** June 28<sup>th</sup>  
+200.00 deposit  
**7109.35** Aug 8<sup>th</sup>  
-1913.51 wine #'s 1600,1601,1602,1603,1604  
**5195.84**  
-395.00 madison rental tables #1599  
**4800.84**  
-1087.00 glasses debit  
**3713.84**  
-400.00 townshopper ad #1598  
**3313.84**  
-937.00 radio ads #1597  
**2376.84**  
+2725.00 2000 title, 150 vendors, 575 sponsors  
**5101.84**  
-500.00 cash for event withdraw  
**4601.84**  
-723.84 wine #'s 1605,1606,1608  
**3878.00**  
-685.00 liquor liability ins #1607  
**3193.00**  
-1365.64 beer #1609  
**1827.36**  
-480.00 police #'s 1611,1612,1613,1604  
**1347.36**  
-206.12 walmart supplies debit  
**1141.24**  
+5470.00 4790 tix, 75 vendors,130 raffle, 500 start up \$  
**6611.24**  
-300.00 band #1615  
**6311.24**  
-400.00 band #1616  
**5911.24**  
-800.00 sound guy #1617  
**5111.24**  
-698.00 beer #1618  
**4413.24**  
-630.00 beer #1619  
**3783.24**  
-35.57 penske truck #1620 reimbursed Tim  
**3747.67**  
-150.00 DJ #1621  
**3597.67**  
-287.68 beer #1610  
**3309.99**  
-139.64 Ice, reimbursed Chelsea # 1622  
**3170.35**  
-150.00 trash # 1623  
**3020.35**  
-54.60 insurance # 1624  
**2965.75**

Deposits made to Andover Bank: \$150.00 sponsor