

Granville Recreation District



Granville, Ohio

Approved Minutes
August 5th, 2010

CALL TO ORDER: Meeting was called to order at 6:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL:

Trustees, Jenks, Barrett and Cannon were present.

APPROVAL OF AGENDA

Motion to approve by Trustee Barrett, second by Trustee Lodge. Motion passed 3 - 0

Trustee Koester arrived at the meeting at 6:35 pm

REVIEW AND APPROVAL OF MINUTES

July 22nd, 2010

Motion to approve by Trustee Koester, second by Trustee Barrett. Motion passed 4 - 0

PUBLIC COMMENT

None

STAFF REPORT

- a. Program Director – (prepared by: Lesa Miller, presented by: Andy Wildman)
 - Summer Programs – 621 participants were involved in Spring and Summer programming

- b. Executive Director – Andy Wildman
 - Needs Assessment – The strategic planning committee is continuing to meet with planners, builders and other governmental agencies to obtain as much information as possible. More information will follow in the coming meetings.
 - The UAN conversion is ongoing. A visiting clerk is scheduled for August 11th, 2010. Discussion ensued on the 2011 budget and when it should be prepared.
Action – Andy: Make a request to the GRD-AC to get all budget requests to the Director by their Sept. meeting.

- c. Intern – Grant Willis

- The background investigation from Thomas Worthington is still not complete. **Action - Andy:** If the background check comes back ok, we will proceed with MPS as the team sports photography provider.

TRUSTEE REPORTS

- Lodge – Nothing
- Barrett – Nothing
- Koester – Granville Stingrays inquired about collaborating with the Recreation District to continue to provide competitive swimming for the community.
- Jenks – Nothing
- Cannon – Nothing

COMMITTEE REPORTS

- Governance – nothing
- Finance – nothing
- Compliance – nothing
- Marketing – The new logo selection process is coming along nicely. Several options were presented and additional suggestions were discussed. New alternatives will be presented at the August 19th meeting. The committee expressed the desire of selecting a logo at that juncture.
- Strategic Planning – nothing

DAN VANNESS – GRANVILLE TOWNSHIP

- Mr. VanNess spoke to the board of trustees to discuss their position on pathways. The board stated their position on pathways has not changed and explained their desire to complete a community wide needs assessment to determine the community's recreational needs.

OLD BUSINESS

- Rotary Bridge – Nothing new to report
- Park Contracts – Discussions continue on each park and its special circumstances. The next meeting is August 12th
- RVP Build Out – A detailed report, provided by Trustee Lodge, was given to explain the remaining budget for the 2010 build out. Two-thirds of the north parking lot, half of the tree plan and two multi-use sports fields were identified as being within the 2010 budget. The board decided to move forward with \$53,248.50 worth of 2010 capital work, including progress billing.

Motion to approve by Trustee Koester, second by Trustee Barrett – vote 4 – 0.

- Granville Golfland – Nothing new to report
- New role of Advisory Committee – Lesa Miller, Lisa Cannon and Andy Wildman had a meeting to discuss the new roles of the GRD-AC. The committee was very well represented at their last meeting and they are beginning to discuss volunteering for the chili cook off.

- f. Policy & Procedure Manual – Trustee Jenks explained the process that the governance committee has been using to approach the policy and procedural manual. **Action- Trustee Jenks:** committees will begin researching and developing, with assistance from the staff, their respective aspects of the policy will and procedure manual.

- a. F-a-i: Amendments

Motion to approve by Trustee Lodge, second by Trustee Barrett: vote 4 – 0.

- b. F-a-ii: Equal Employment Opportunity

Motion to approve by Trustee Lodge, second by Trustee Barrett: vote 4 – 0.

- c. F-a-iii – FMLA – Discussion ensued on the need for the Granville Recreation District to adopt this policy. **Action - Trustee Koester:** research how FMLA pertains to the Granville Recreation District.

- d. F-a-iii – Harassment Policy

Motion to approve by Trustee Lodge, second by Trustee Barrett: vote 4 – 0.

- e. F-a-v: Alcohol & Illegal Drug Policy

Motion to approve by Trustee Lodge, second by Trustee Barrett: vote 4 – 0.

- g. Search for Legal Representation – Trustee Lodge is still investigating.
- h. Discussion New Meeting Schedule (once a month) – nothing new to report
- i. Spending Policy / Minimum Fund Balance – will be addressed in policy and procedure manual by the Finance Committee

NEW BUSINESS

- a. Resolution Grant Willis: Mr. Willis was presented with a resolution for his exemplary work as an intern.

Motion to approve by Trustee Barrett, second by Trustee Koester: vote 4 – 0.

- b. Greg Gaber payment – \$11,300 **Action – Andy:** provide more clarification regarding Mr. Gaber’s billing process.

- c. Ventura Brother L.L.C. – A detailed report was presented to define the available resources in the 2010 maintenance budget. \$12,876 of the available resources were identified as being available for the remainder of the year. Andy Wildman recommended that approximately \$2,500 be allocated for the remainder of the year. The maintenance work will include: safety surface expansion and

replacement, misc. playground repairs and ball fields work. **Action- Andy:** work with the Ventura Brothers to meet the 50% down request by paying vendors.

Motion to approve by Trustee Koester, second by Trustee Barrett: vote 4 – 0.

- d. UAN Payroll Training – The board approved receiving training from visiting Clerk, Kathy Thimmes, as opposed to receiving classroom training.

Motion to approve by Trustee Koester, second by Trustee Lodge: vote 4 – 0.

MEETING ADJOURNED