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**Regular Meeting Minutes**  
**August 11<sup>th</sup>, 2011**  
**Approved**

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

ROLL CALL:

Chairperson Lodge, Vice-Chairperson Koester, Trustee Harris were present.

APPROVAL OF AGENDA

Motion to approve the agenda with an addition to Finance Committee, Authorize Director Wildman to open a bank account at Park National Bank, by Vice-Chairperson Koester, seconded by Trustee Harris. Motion passed 3-0.

REVIEW AND APPROVAL OF MINUTES

May 19th, 2011

Motion to approve the minutes with the correction by Vice-Chairperson Koester, seconded by Trustee Harris. Motion passed 3-0.

Minutes Change: Change the "z" to an "s" in advertise #4 action

PUBLIC COMMENT

Carol Sutliff made a presentation on "Families First". Her objective is to implement a community effort to keep one "free" evening a week for families to be together. She is proposing the Granville Recreation District support and implement a policy to restrict any scheduling of games or practices after 6:00 p.m. on Wednesday evenings. This same presentation will be made to Superintendent Jeff Brown, Athletic Director Kevin Jarrett and the school board.

PARTNER CORRESPONDENCE

- a. Village of Granville – Matt McGowan – The Village has a new Manager, Steve Stilwell and will be getting new council members.
- b. Granville Exempted Village Schools – Dr. Cornman – not present
- c. Granville Township – Paul Jenks – not present

STAFF REPORT

Program Assistant – Grant Willis

- It was nice to return to the GRD this summer after completing my internship last year
- It has been rewarding to build upon last year projects, specifically the surveys and MPS Foto



- I have enjoyed the opportunity to work on some new projects including RecTrac, WebTrac and the new website
- The progress the GRD has made in the last year has been tremendous... last year we were gearing up for the needs assessment and now we are working on a feasibility study
- The experience has been great and I thank you all for your support

#### Program Director – Lesa Miller

- Fall Programming –Talking to Jon Bennett and Cindy Schaffer to add some new adult programming opportunities
- There is a meeting scheduled with the Fellowship tomorrow to discuss seniors programming
- We will have SkyHawks classes this fall. Classes will include volleyball, track and another skateboarding class
- The Chili Cook-off will be in September 24<sup>th</sup> on the lawn of the College Townhouse
- Soccer – The registration deadline is tomorrow. We currently have 7 sponsors.
- Tackle Football – The draft was last night. We outfitted 70 kids. The games will take place at GHS, in the stadium, on Sunday afternoons beginning August 28<sup>th</sup>
- Flag Football – Registration ends on August 19<sup>th</sup>.
- BCI Checks – We have entered into contract with Shawn at Verifi-D for 150 BCI checks for \$5000.00. (approximately \$35.00 per background check)

#### Executive Director – Andy Wildman

- Tackle Draft – Jerry Miller did a fantastic job. There was high tension, but Jerry had a strong plan which made the draft a success.
- Lacrosse – There was a meeting today with the LAX committee. Their committee will now have to let us know their wishes, become part of the Granville Recreation or remain an independent organization.
- The Village manager, Steve Stilwell and Director Wildman will meet tomorrow at 11:00.

#### NEW BUSINESS

- a. 2011 Grant Strategy – The Licking County Foundation deadline is September.

#### OLD BUSINESS

- a. Volunteer Recognition Day - Sunday, August 21<sup>st</sup> at 5:00 p.m.
- b. Website Demo/RecTrac Update – Kraig Koester, Vice-Chairperson and Grant Willis presented the new GRD Website. The demonstration included the discussion of concerns and questions. We will be ready to launch the website Tuesday the 16<sup>th</sup>.

#### ACTIONS - Things that need to be addressed are as follows:

- Review all of the drop down boxes
- Trustee Harris needs a picture
- Add the following facilities: Bryn Du, DU Bio Reserve, Burke Hall and the Fine Arts Quad,
- Link summer program guide to drop down



- move all email accounts to another host
- Questions to answer are:
  - Do we sort "About" in another way
  - Can we archive old minutes by year?

**ACTION – KRESTON – Edit all Youth Sports**

**ACTION – KRESTON – Picture by Friday**

**ACTION – Add GRD history**

- c. RecTrac Policy Approval – Privacy Statement, Program Cancellations/Refunds, and Photography policy were presented and discussed. These policies will show on the website, and will come up on RecTrac when you go to pay.

Motion was made to accept policies with the following changes, Add "The" to Granville Recreation District within the Privacy Statement, add " 5 days prior to the start of the first organized activity within the Program Cancellation/Refund policy and in the Photography policy change the "Park District" to "The GRD" was made by Vice-Chairperson Koester, seconded by Trustee Harris. Motion passed 3-0.

- d. Feasibility Study – We have signed an agreement with Brandstetter Carroll and we are now under contract. They will begin looking at locations and have talked with Allison Terry, Village Planning Director. Director Wildman will make sure they are not duplicating the needs assessment as we move forward.

#### AGENCY PRIORITIZATION

- 1 - Feasibility Study
- 2 – Youth Sports
- 2 – Website/ Branding
- 2 – Partnership Development/Communication w/Partners
- 3 – Policy & Procedures

#### COMMITTEE REPORTS

- a. Finance – Trustee Lodge reported we got our tax check. Elavon needs policies to move forward with setting up PNB account.

Motion to authorize Director Wildman or Chairman Lodge to open a bank account at PNB on behalf of the Granville Recreation District made by Vice-Chairperson Koester, seconded by Trustee Harris. Motion passed 3-0.

- b. Governance / Compliance – No report
- c. Marketing / Branding – No report
- d. Strategic Planning – No report
- e. Youth Sports – No report



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#### TRUSTEE REPORTS

- a. Chairperson Lodge – A bridge meeting was held with Trustee Jenks. The contract with Corda has been approved. Trustee Lodge will be on vacation until August 22<sup>nd</sup>.
- b. Vice-Chairperson Koester – A Lacrosse meeting was held earlier this evening. The Lacrosse committee went to the schools and the Township to express their concerns regarding facility usage. The GRD ensured them that they can use any GRD managed facilities, but that GRD sponsored programs have the first priority from a scheduling standpoint. We have asked the lacrosse club leadership group to inform us of their intentions by Sept. 1<sup>st</sup>. There is going to be a meeting with Kevin Jarrett, Fred Wolf and Brian Crock about field turf for the GHS field.
- c. Trustee Barrett – Not present.
- d. Trustee Cannon – Not present.
- e. Trustee Harris – No report.

#### MEETING ADJOURNED

The next meeting will be August 25<sup>th</sup>, 2011 at 6:30 p.m.