



***Regular Meeting Minutes  
Approved  
June 9<sup>th</sup>, 2011***

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

ROLL CALL:

Chairperson Lodge, Vice-Chairperson Koester, Trustee Barrett and Trustee Cannon were present. Trustee Harris arrived at 7:56.

APPROVAL OF AGENDA:

Motion to approve the agenda by Vice-Chairperson Koester, seconded by Trustee Barrett. Motion passed 4-0.

REVIEW AND APPROVAL OF MINUTES:

May 19th, 2011

Motion to approve the minutes by Vice-Chairman Koester, seconded by Trustee Barrett. Motion passed 4-0.

PUBLIC COMMENT:

There were no public comments.

PARTNER CORRESPONDENCE:

- a. Village of Granville – Matt McGowan – not present
- b. Granville Exempted Village Schools – Dr. Cornman – not present
- c. Granville Township – Paul Jenks – not present

**ACTION – Email partners about the change in the meeting schedule.**

STAFF REPORT:

Program Director – Lesa Miller

- Programs – Hike Up Sugar Loaf took place on Tuesday. We had about 125 people and gave out Whit's coupons. The Bluecoats performed on Tuesday evening with about 150 people in attendance. Summer programs will start next week. There have been about 250 registrations in the last 10 days.
- We have had two Concerts on the Green, both of which were held outside. The GRD will be sponsoring music at the Wine Festival.
- GRD Advisory Meeting was cancelled on the 7th. It will be held on Tuesday, June 14<sup>th</sup>, 7:00 at McPeck Lodge.
- Bingo will be on Saturday and Sunday, July 2<sup>nd</sup> and 3<sup>rd</sup>. We are now allowed to have two nights back to back. Brady Burt will be organizing Saturday night for Rotary and GRD will be in charge of Sunday night. Box Lunch Bingo will be sponsored by Kendal of Granville and John Hinderer Honda.

**ACTION –LESA- banner/signs for sponsors**

Executive Director – Andy Wildman



- Sportswear is in. You can be sized at the Sports Shop if you haven't already.
- Grant Willis and Executive Director Wildman attended the Licking County Grant Writing Seminar. It was a very informational seminar. September is the deadline for the next grant cycle at the Licking County Foundation.
- The May bank reconciliation was completed without assistance from a UAN visiting clerk.
- Grant Willis and Executive Director Wildman plan to work at RVP Friday afternoon. The to-do list includes moving the picnic tables into place and removing a sign.
- Mowtivated Mowing will be lowering the grass height on all playing surfaces.
- Destination Imagination – A few additional checks have come in, in the amount of \$270.00. The information will be sent to them.
- The soccer meeting with Andy Male, VeVe LeLe, Mike Caravana and Allison Owen went well.

#### NEW BUSINESS:

- Feasibility Study – Executive Director Wildman has met with 3 companies this week, Branstetter Carol, EMH&T – MSA and POD. There are two other companies that Director Wildman would like to set up meetings with next week. \$25,000 is a reasonable price to expect for a project of this scope and size. All levy resolutions and certifications need to be approved 90 days prior to the election date.

**ACTION- Steering Committee – Create a timeline that ends with a levy – 3 steps to put a levy on.**

- RVP/Goffland – We are beginning to chart golf balls. There have been none in the field of play as of yet. Executive Director Wildman will talk with Jeff Jackson about the grass mowing and let him know that we are charting the golf balls.
- RecTrac- training and implementation – Training went very well. It was a very good experience and convenient to be able to use the village manager's office. It was decided not to go back and enter in old data. We will start with all new families as they register for fall sports and programs. A discussion was held on how to get families registered in the system.

**ACTION – LESA – Get policies to the board to look at.**

- Program Guide – 2000 Summer programs were printed, with 1700 going to the schools for distribution. Our program should begin to take on the new look of GRD. A new look and more quality control is needed when producing the program guide. RecTrac/WebTrac and our new website will change how we look at marketing and the program guide. The cost of mailing the Concert on the Green flier will be looked at for the 2012 season.

**ACTION –LESA – will look at what RecTrac can produce and the look of it.**

PNB Banking – Trustee Lodge has not been happy with the fees we are being charged at Huntington Bank. A meeting was held with Ryan Mills and Angie Treadway of Park National Bank to review banking services. Trustee Lodge would like to move the checking account to Park National Bank in coordination with the staff. Elean partners with PNB for credit card transactions. We will need a scanner for scanning cards as well as a program to facilitate the transactions.

Motion to move the checking account by Trustee Barrett, seconded by Trustee Harris. Motion passed 4-0.

#### OLD BUSINESS:



- a. MPS Foto – The photographers have been very happy working with Granville Rec. The photographic philosophy of placing a large group of the best photographers to capture everyone’s picture on one day has worked well. Families are utilizing the ability to order pictures online. Roughly twice that of a typical first year average. It is our recommendation to retain MPS Foto as our photographer for the next year.

**ACTION- LESA/GRANT - Look at the agreement and continue to review it yearly.**

- b. Grace Dils Memorial Fund – Lesa talked to Debbie McPeck. Debbie said she would be sad to see the name changed.

**ACTION – LESA/KATE – Talk with the family.**

#### AGENCY PRIORITIZATION

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

#### COMMITTEE REPORTS:

- a. Finance – Trustee Lodge is working on a rate reduction for Workers’ Comp.

Kiwanis Fireworks Donation – A discussion was held regarding the GRD’s future contributions to “community events” which are not directly organized by the GRD

Motion was made to donate \$5,000.00 towards the Granville 4<sup>th</sup> of July Fireworks by Trustee Koester, seconded by Trustee Harris. Motion passed 4-0.

- b. Governance / Compliance – nothing to report

**ACTION – KATE- talk to the college student that might be able to help with the website.**

- c. Marketing / Branding – Lara Benschoter is on board. She is working on updating the newsletter and website. Board members will be editing verbiage on the existing website to move to the new website. The website needs to be ready before we roll out RecTrac.
- d. Strategic Planning – Work on timeline for feasibility study
- e. Youth Sports – Nothing to report

#### TRUSTEE REPORTS

- a. Chairperson Lodge – The bridge estimate was higher than expected. They are talking to the companies about trying to reduce cost and revise the proposal. Flood plain regulations are being looked into to see if a septic system can be put in at RVP.
- b. Vice-Chairperson Koester – Nothing to report
- c. Trustee Barrett – Nothing to report
- d. Trustee Cannon – Not present



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- e. Trustee Harris – Is Field Hockey is out for fall of 2011? We need to better organize our involvement with Lacrosse next season.

**ACTION – ANDY- Call Sports Committee meeting to specifically talk about Lacrosse.**

MEETING ADJOURNED

The next meeting will be June 23<sup>rd</sup>, 2011 in Council Chamber at 6:30 p.m.

DRAFT