



***Regular Meeting Minutes
February 2nd, 2012
Approved***

CALL TO ORDER: The meeting was called to order at 6:38 PM.

ROLL CALL:

Chairperson Lodge, Vice-Chairperson Koester, Trustee Barrett and Trustee Harris were present. Trustee Cannon was not present.

APPROVAL OF AGENDA

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

REVIEW AND APPROVAL OF MINUTES

January 19th, 2012

Motion to approve the minutes with changes by Trustee Barrett, seconded by Trustee Harris.
Motion passed 4-0.

ANDY- Change the date of the footer.

In Program Directors report add a , between Futsal and sewing.

PUBLIC COMMENTS

There were no public comments.

STAFF REPORT

Executive Director – Andy Wildman

- Boys LAX meeting went well this week. Zach Smith will be the commissioner this season, he is a former GHS player and 5/6 coach.
- RecTrac – We have over 300 Household Forms that have been put in the system. Calls are coming in daily on how to get set up.
- 2011 financials have been closed out. The 1099's have been completed and mailed.
- Jerry Miller will be stepping down as Football Commissioner. He would like to stay involved through the Licking County League. We will need to be looking for a new commissioner.
- OPRA conference will be Monday, Tuesday and Wednesday of next week, February 6th-8th. The staff will be attending, email and phones will be checked remotely.
- Working with Craig Predieri on public records document for the board and staff.
- OBEC Grant Workshop will be Friday, Andy will be attending. We were



awarded a \$7500.00 grant, the workshop must be attended to receive our funding. ODNR website is advertising our classes already.

ACTION –Send out PR on boating classes and canoeing.

- Was a Pinewood Derby judge last weekend.
Program Director – Lesa Miller
- Attended the Girls LAX meeting. Uniform and spirit wear fittings will happen in the office for the next two weeks.
- Am planning to have the first Cheerleading Committee meeting soon, met with Mindy Kunar the commissioner to plan the meeting.
- GRD Night for basketball will be Friday. Kids will be recognized at half-time.
- Staff will choose the date for the COTG Volunteer Concert for 2012.
- LMH Sports Roundtable was held last week. It was attended by Executive Director Wildman and myself. Discussion was on a healthy lifestyle, heat index, concussions and training.
- A meeting was held with Bruce Cramer and Bryn Du on the use of the field house and field space. Field maintenance, fees and location of fields were discussed. Our field use needs to end by noon on Saturdays due to the rental of the mansion and field house for weddings. It would be nice if we could add these fields to School Dude.
- 2 new tabletop scoreboards have been purchased.
- The Granville Foundation Grant was completed and submitted on time.

Administrative Assistant – Janet Gordon

- 1099's have been completed.
- Working on learning the financial side of RecTrac and how it fits together with UAN.
- W-9 forms are going to need to be obtained from everyone we write checks to. Working on who needs one and developing a letter to go out.

Marketing Specialist – Lara Benschoter

- Have been putting in Household forms, over 100 new ones since last week.
- Trouble shooting Rectrac issues. We have learned to link children's information when a divorced household is involved.
- Worked on Event and Baseball/Softball Sponsorships
- On the Website we have added deadlines for programs in green.

NEW BUSINESS

- a. COTG Payment/Deposit \$6412.50
Motion to approve the payment by Vice-Chairperson Koester, seconded by Trustee Harris. Motion passed 4-0.
- b. Upcoming Projects



Mowing RFP – Clarify the number of cuts and days for mowing at Wildwood Park. Trustee Harris will review the contract.
RVP Build out – A meeting will be set up with Chris Lucas-Miller to help with the project.
RVP Restroom Project is on the horizon.
First Audit is coming up and we will be notified of the dates soon.

ACTION- LESA- Send mowing contract to Kreston.

OLD BUSINESS

a. Feasibility Study

Enter Executive Session – To consider acquiring an interest in property.

Roll call, Chairperson Lodge, Vice-Chairperson Koester, Trustee Barrett and Trustee

Harris were present. Trustee Cannon was not present.

Exit Executive Session- Motion by Trustee Barrett, seconded by Vice-Chairperson Koester.

Feasibility meeting this week. Discussed contracting with Leisure Vision for survey.

b. Performance Review Cycle – Review goals.

ACTION –ANDY – Get a copy of the Village performance review.

Agency Prioritization -

- 1- Feasibility Study (working draft)
- 2- Youth Sports
- 3- Website/Branding
- 4- Partnership Development / Communication w/ Partners
- 5- Policy/Procedures

Committee Reports

- a. Finance – End of the year reports have been submitted. Audit will be scheduled.
- b. Governance / Compliance – Will meet about performance review and job description.
- c. Marketing / Branding – Will meet for quarterly review of events.
- d. Strategic Planning – no report
- e. Youth Sports – Coaching issues with basketball have been resolved. Two incident reports were filed. A letter will be written with the help of Craig Predieri and sent to the coach.



Trustee Reports

- a. Chairperson Lodge – Bridge update – bank stabilization is being looked at.
- b. Vice-Chairperson Koester – Chili Cook-off money has not been received, need to follow up.
- c. Trustee Barrett - no report
- d. Trustee Cannon – not present
- e. Trustee Harris – no report

CALANDER REMINDER

- 2/16/2012 – Regular Meeting – 6:30 p.m. at Village Hall
- 3/1/2012 – Regular Meeting – 6:30 p.m. at Village Hall
- 3/15/2012 – Regular Meeting – 6:30 p.m. at Village Hall
- 4/5/2012 – Regular Meeting – 6:30 p.m. at Village Hall

MEETING ADJOURNED

Meeting adjourned at 9:45 p.m.