



Regular Meeting Minutes

December 19th, 2013

Approved

CALL TO ORDER: The meeting was called to order at 6:00PM

ROLL CALL:

Chairperson Lodge, Vice-Chairperson Cannon, Trustee Barrett were present. Trustee Koester arrived at 6:30 PM and Trustee Klaus at 7:15 PM.

APPROVAL OF AGENDA:

Motion to approve the agenda by Vice-Chairperson Cannon, second by Trustee Barrett.

Motion passed 3-0.

REVIEW AND APPROVAL OF MINUTES:

Motion to approve the minutes with changes by Trustee Barrett, second by Vice-Chairperson Cannon.

Motion Passed 3-0.

PUBLIC COMMENTS: There were none.

6. STAFF REPORTS:

6a Executive Director – Andy Wildman

No report, all items are on the agenda in other areas.

6b. Program Director – Lesa Miller

Thank-you to everyone that helped with the Gingerbread activities. Over 2,000 people viewed the Gingerbread entrants at the Robins Hunter Museum during the December 14th Candlelight Walking Tour. The Gingerbread Breakfast and the Workshop were well attended this year too.

The annual Senior Holiday Dinner at St. Edwards Catholic Church was a success despite the snow and ice. 70 Senior Citizens were served a wonderful dinner prepared by Tim LePontois and Tim Hughes, entertainment was provided by Celeste Friedman. Many Trustees, staff and Advisory Committee members helped during the day with set-up, serving dinner and clean-up.



6c. Youth Sports Coordinator – Chris Skidmore

Andy and Chris drove to Cambridge to meet with Dana.....who is the Little League Baseball

This meeting provided an opportunity for Chris to get acquainted with the way the league is put together and what needs to be done to have a successful year.

Preparation is being made to work with M&H Screen Printing in Heath on uniforms for spring sports.

The email that was sent to last year's participants in the Ballpark League had several grammatical errors. In the future we need to remember that everything should be proofed multiple times before sending out.

Chris had a meeting with Alison Owen, Soccer Commissioner. Discussion was held about reaching out to some other nearby communities, such as New Albany, to partner with and play against in the future.

Basketball games and practices are going well, site supervisors are in place for weekend games. Staff members will rotate weekends being on call to trouble shoot problems that arise.

7. NEW BUSINESS

7a. 2014 COTG Contract

Before signing the COTG (Concert on the Green) contract, the Trustees request that Andy have our legal counsel, Craig Predieri review it. The Trustees would also like to have the Concert Chair come to a meeting in the fall of 2014 to talk about the 2015 concerts.

Motion made by Trustee Koester to approve the contract, subject to review by Craig Predieri. Second by Trustee Cannon. Motion Approved 4-0.

7b. Lease Agreement – GEVS Office Space

Change the beginning of the sentence to read Executive Director Wildman, Chris Skidmore and Chairperson Lodge attended the GEVS Board of Education meeting on Monday December 16th. At the meeting the school board approved the relocation of the GRD offices to the first floor of the District Office, 130 North Granger Street.



Andy also attended the December 18th meeting of Village Council to let them know that the GRD staff will be moving its offices to the GEVS Board office. Andy expressed our appreciation for the use of office space in Village Hall for the past 3 years.

Discussion was held on the Relocation document that Andy prepared. There is a timeline of activity in moving to the new location, phone service and computer configuration will be facilitated by the schools IT Director Rob Sexton. The GRD offices will be closed January 2nd and 3rd in order to pack and move. Plan is to be ready to open our doors at our new location on Monday January 6th.

Motion by Trustee Koester to authorize Andy to enter into a lease negotiation with the GEVS for office space, subject to review by legal counsel Craig Predieri. Second by Trustee Barrett.
Motion approved 4 - 0

ACTION: Contact Keith Duffus, Mid West Data, we will no longer need computer file back-up service as we will be receiving that service at the new office location.

ACTION: Permission to block off parking spaces in front of Village Hall on January 3rd in the morning.

8. OLD BUSINESS

8a. RVP Update – Disbursement Approval \$27,500, Albery Construction

The disbursement of \$27,500 to Albery Construction was not approved by the Trustees. The Trustees would like Project Manager, Eric Albery and Architect, Chris Lucas-Miller to walk through and sign off on the project together before the payment is disbursed. Completion of the project was promised before the end of 2013 and there is still work to be done.

ACTION: The Trustees would like Andy to send them the following information:

A payment schedule of previous disbursements

Details about the time-line and exactly what was presented about the build-out deadlines.

More itemized break-down of the bill, materials and labor.

If the Board receives the above items at least 48 hours in advance of the January 9th GRD meeting and approves the information, payment will be made to Albery Construction at that meeting.

ACTION: Void the check to Albery Construction

9. COMMITTEE REPORTS



a. Finance/Personnel

i. 2013 End of the Year Transfers – Resolution 2013 - 031

Andy presented a table listing the Accounts in which additional money will needed to pay invoices through the end of 2013. A total amount of 26,911 will be needed. Money will be used from the Contingency line-item (\$25,222.24) and \$2,318 from the Wildwood Park unappropriated line item. The finance committee will review the final allocations presented before disbursements are made.

ii. 2014 Temporary Budget – Resolution 2013-032

Motion by Trustee Koester to approve the 2014 temporary budget. Second by Trustee Cannon. Motion passed 4-0.

b. Governance/Compliance

i. 2014 Trustee Replacement

There needs to be further discussion about how many Trustees will be interviewing for the 2 new board members. Should all 5 Trustees interview of just the 3 trustees that will be continuing on in 2014.

ii. 2014 Board Positions

iii. Paid Holidays – Suggesting that the GRD align our holidays/days off with the GEVS

c. Marketing / Branding

d. Strategic Planning

c. Youth Sports

TRUSTEE REPORTS

- a. Chairperson Lodge
- b. Vice-Chairperson Cannon
- c. Trustee Barrett
- d. Trustee Klaus
- e. Trustee Koester

CALENDAR REMINDER

January 9th, 2014 7:00 PM Board of Trustee Mtg.

January 23rd, 2013 7:00 PM Board of Trustees Mtg.



February 6th, 2014

7:00 PM Board of Trustee Mtg.

Matters Refereed

Subject	Committee	Staff Member	Date
Dog Regulations	Governance & Compliance	Andy Wildman	2013
New Organizational Signage	Marketing & Branding	Andy Wildman	2013
2014 Budget Update	Finance & Personnel	Fiscal Officer & Andy Wildman	12/19/2014
Bryn Du	Strategic Planning	Kate Barrett & Andy Wildman	
GEVS Sports Mtg.	Youth Sports	John Klaus, Kraig Koester & Andy Wildman	
Fiscal Officer	Finance Committee	Justin Lodge, John Klaus & Andy Wildman	1/9/2014
AED		Lesa Miller	

MEETING ADJOURNED