



Operations

Operations Committee Meeting

Thursday, May 5, 2016

*(Meeting Held at the Village of Richfield Town hall,
Finance Department Conference Room)*

In Attendance:

Committee Chairperson, Mr. Bill Taylor
Committee Members: Ms. Kelly Clark, Mr. Rich Fleming
RJRD Administrator, Mrs. Debbie Bluso Rogers

Mr. Taylor began the meeting promptly at 4:30 p.m. and stated that meetings will begin as scheduled and will run for an hour or as applicable per the meeting agenda and time allocations.

Mr. Taylor led the discussion regarding the committee's functions, expectations and operation responsibilities.

The Committees responsibilities are to maintain and oversee the day to day maintenance of the grounds and buildings. This would include identifying areas for grass mowing and trails. It was the consensus of the Committee to utilize the Volunteer Model for the remainder of the year to conserve funds and then evaluate the sustainability of that model once the Master Plan is underway.

The Committee will make plans and provide information to the Board to obtain full Board approval. The plans will run now and concurrently with the implementation of the master plan.

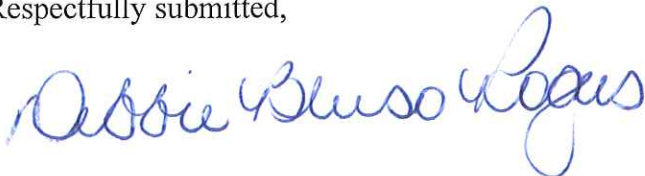
The outstanding work requests were reviewed and a list of items with timelines will be presented to the Board for their approval on May 9, 2016.

The Board will pursue obtaining information on security cameras, portable toilets, asphalt repair on the main driveway, electrical power for the Kirby gate, and training volunteers on the equipment.

Continued discussion regarding policies and legal requirements for, issuance of credit cards, volunteer training, maintenance logs for the equipment, schedule for routine maintenance, and possible Mutual Aid Agreement with Village to repair and maintain equipment.

May 5, 2016

Respectfully submitted,



Debbie Bluso Rogers, Administrator to RJRD Board



Richfield Joint Recreation District, OPERATIONS COMMITTEE
Chairperson