



Regular Meeting with Work Session January 23, 2023

Call to Order: The Board met in person in The Lodge at Richfield Heritage Preserve. The meeting was called to order at 6:30 p.m. by Mike Selig, Board Vice-chair, on behalf of Anita Gantner, Board Chairperson, who had laryngitis.

Pledge of Allegiance

Roll Call

Present: Jeff DeLuca, Anita Gantner, Mike Lyons, Mark Robeson, Mike Selig, Dave Wehner

Also in Attendance: Park Director John Piepsny, Township Trustee Don Laubacher, Village Council representative Sue Ann Philippbar, Administrative Coordinator Polly Wheeler, Volunteer Coordinator Susan Czaplicki, and approximately 15-20 other attendees.

Work Session

Eagle Scout project:

Patrick Kalal from BSA Troop 387 presented his proposal for a new sign at the Broadview Rd entrance to Richfield Heritage Preserve. He offered two design options to the board, stating that all of the wood used would be milled from fallen trees in the park. The sign proposal is just for this entrance to the park.

Mr. Selig asked about the material for the sign itself. Patrick responded that there would be eye hooks to hang the actual sign from its frame.

Mr. Piepsny asked about landscaping enhancements, which Patrick said would be created with rocks from a dismantled fireplace within the park, similar to the current kiosk stonework.

Mr. DeLuca asked what the timeline is for approval of the plan. Patrick said he needs approval as soon as possible so he can present the chosen option to Village Planning & Zoning and Village Council.

Lodge Event Consultant contract:

Mr. Piepsny presented a tiered commission plan based on events booked within a 12-month period, beginning at 10%, with the monthly stipend remaining at \$1,000/month. Shari would like a 2-year contract if possible. There was a suggestion that the commission would only apply to funds being collected, e.g. 10% of the deposit, with 10% of the balance later when the balance is paid. At some point Amity House will be open for rentals, and additional contract language will be required at that time.

RecDesk software:

Mr. Piepsny presented the RecDesk software, stating that other options were significantly more expensive.

Mr. Wehner asked if the software is in the cloud, which it is. Mr. Piepsny stated that online training is provided as part of the package fee. Mr. DeLuca asked if additional computer equipment would be needed to use this software, which it would not.

Budget:

Mr. Piepsny stated that the proposed budget is similar to the 2022 budget. Two notable exceptions are a new part-time Volunteer Coordinator position and the need for program and an outside contractor to provide summer camp programs.

Mr. Wehner asked about the capital projects that total approximately \$50,000: asphalt resurfacing in front of The Lodge for \$36,000, and enhancement of the concrete at The Lodge for \$14,000. He feels that the \$50,000 estimate is light.

Mr. DeLuca mentioned that a golf cart needs to be purchased due to extensive repairs required on the current carts. Used ones on GovDeals may cost only about \$2,000, whereas a new one could be \$6,000 to \$15,000, depending on features. Mr. Wehner was concerned that used golf carts would require frequent repairs just like our current carts. Mr. DeLuca said that we could earn some revenue by renting the golf carts for weddings and events, but Mr. Wehner suggested that our insurance company should be contacted about liability for this. Mr. Piepsny said that the insurance agent specified that if a park employee drives the cart, the insurance would not increase much.

Mr. DeLuca asked if all the numbers in the budget are final, but Mr. Piepsny said that this is essentially a temporary budget to allow the park to function financially until all of the numbers are complete.

Strategic Plan:

Mr. Selig reminded the board that they did not pass the strategic plan at the December meeting due to lack of time to review the documents. Legal Counsel Bill Hanna has revised the structure champion terms, and the board has had time to review. The plan is a living document and will continue to undergo work, particularly on the trails and programming sections. The board will consider the plan for adoption later in the meeting. Mr. DeLuca stated that he thought the plan was fine. No further discussion took place.

Comments from the floor:

Lynn Richardson (Bedford OH) said that there is lots of good in the Strategic Plan, but not all of the content is good. She summarized the errors in the plan as they were presented in her earlier letter to the board, saying that a tremendous amount has been accomplished in the park. The purchase of the property was an emergency due to the Girl Scout council's plans. There was no plan at the time for what should happen next. One plan, #K-10 in the plan appendix, referring to the Clean Ohio plan and the expectation that all structures would be demolished, has not been followed as listed. An inspector was sent following a complaint and found no violation, stating that the intent was never to return the entire area to its natural state. However, the inspector's letter was not included in the appendix. Lynn stated that the omissions in the plan are glaring and that the documents need to be included showing that the structures do not need to be razed. She encouraged the board not to adopt the plan and give it credibility until it has been thoroughly vetted and the errors corrected.

Ms. Wheeler mentioned that two structures were revised from the third tier to the second tier but that the list currently presented does not reflect that change and should be revised.

Regular Meeting**Approval of Minutes**

Minutes of December 19 regular meeting and December 15 and January 5 special meetings were considered. No corrections were requested; the minutes stand approved.

Standing Committee Reports

Governance Committee:

No meeting or report

Grants and Fundraising:

Mr. Selig reported that, although funds were not awarded, RJRD placed third out of eight applications in Summit County for the Natureworks grant. Feedback was received about how to improve future grant applications. An ODNR grant related to the boathouse is the next project.

Marketing/Communications: No meeting or report

Administration Report:

Park Director John Piepsny reported that the Snowbird Festival was very successful despite insufficient parking for the number of people that showed up. There were approximately 440 attendees, in addition to all of the volunteers helping with the event.

A lot is planned for 2023: a revised e-newsletter, a brochure, numerous events, and trail enhancements. A road improvement and parking lot installation are planned with the cooperation of the Ohio Operating Engineers. Most of the improvements are due in large part to volunteers and partners.

Oviatt House Inc quarterly report (Oct. – Dec. 2022)

President Judy Bowman reported that Mr. Piepsny approved the plan to start the sill plate project at Oviatt House. The board approved the Phase II plan. This includes the HVAC and other projects inside the house. OHI was able to demonstrate that they have the necessary funds available.

The original siding has been repaired, a new electric panel is installed and service connected, and Dominion Energy will connect the gas line soon.

Ms. Bowman's report lists the volunteer hours (863+ hours) and financials for this quarter.

Treasurer Report:

Mr. Wehner reported the following numbers for December:

About \$494,000 in the bank, with \$9,000 in outstanding checks. This leaves \$483,000 in the operating/capital/Lodge cash funds, with \$160,000 of this restricted for the bond fund.

About \$5,000 in revenue, and about \$27,000 in expenses.

Total funds:

\$2,000 positive in Lodge/Operating fund

\$672,000 deficit in Capital fund

\$19,000 positive in Bond fund

Old Business:

MOTION by: Mr. Wehner and seconded by Mr. DeLuca to approve Resolution 07-2023 to adopt the 2023 Budget.

DISCUSSION: Mr. Lyons asked for confirmation that this is a temporary budget.

MOTION PASSED: Vote taken by voice; unanimously approved.

MOTION by: Mr. Robeson and seconded by Mr. Selig to approve Resolution 03-2023 to approve the Friends of RHP Mill Donor recognition plaque.

DISCUSSION: Mr. DeLuca asked for verification of the location. Mr. Selig stated that the motion is just for approval of the plaque, not for a specific location, but that it will be somewhere near the Mill. Mr. Lyons asked if this would be freestanding and not attached to any structure, which is correct.

MOTION PASSED: Vote taken by voice; unanimously approved.

Resolution 04-2023, a contract with Shari Green as Lodge Event Consultant was introduced. Revisions previously discussed were outlined: Section 12a, change stipend to \$1,000/month; Section 12b, change 1 yr to 2 yrs; paragraph 4, change date to 2024; insert tiered commission structure.

MOTION by: Mr. Lyons to approve Resolution 04-2023 to renew the contract with Shari Green as Lodge Event Consultant, with revisions. No second. Brief discussion followed. Resolution will be reconsidered at next meeting.

MOTION by: Mr. Lyons and seconded by Mr. Robeson to extend the current contract for another month, to the end of February 2023.

DISCUSSION: None

MOTION PASSED: Vote taken by voice; unanimously approved.

MOTION by: Mr. Robeson and seconded by Mr. Wehner to approve Resolution 05-2023, the purchase of RecDesk software package.

DISCUSSION: Mr. Robeson stated that the software will make the process of tracking reservations much easier.

MOTION PASSED: Vote taken by voice; unanimously approved.

MOTION by: Mr. DeLuca and seconded by Mr. Lyons to approve Resolution 06-2023 to enter into a contract with Roetzel & Andress for legal services provided by Bill Hanna.

DISCUSSION: Mr. Robeson asked if there is any requirement to go to bid on this contract. Ms. Gantner said that there is not such a requirement since the individual attorney is the same. Mr. Wehner verified that there are no changes from the previous contract.

MOTION PASSED: Vote taken by voice; unanimously approved.

MOTION by: Mr. Selig and seconded by Mr. DeLuca to **reconsider** Resolution 02-2023 to adopt the Strategic Plan.

DISCUSSION: Mr. DeLuca asked that any additional credible documentation should be added to the Strategic Plan, with which Mr. Selig agreed. Mr. Wehner asked if that would require an additional resolution to amend it every time. Mr. Lyons stated that he does not feel comfortable that he is familiar enough with the plan to vote on it.

MOTION PASSED: Vote taken by roll call: Ms. Gantner (Yea), Mr. Lyons (Abstain), Mr. Robeson (Yea), Mr. Selig (Yea), Mr. Wehner (Yea), Mr. DeLuca (Yea).

New Business:

Mr. Selig stated that the board is not ready to make changes to the Standing Committees at this time.

MOTION by: Mr. Wehner and seconded by Mr. DeLuca to approve option 2 in the Eagle Scout project proposed by Patrick Kalal, subject to approval by the Village of Richfield.

DISCUSSION: None

MOTION PASSED: Vote taken by voice Yea, which was unanimous.

Announcements:

Mr. Piepsny announced that the Sweetheart Dance will take place on February 18. This is primarily a parent-child event with entertainment, pizza, photo booth, and special treats.

WeddingPro awarded The Lodge venue the "Best of Weddings 2022" Award. Shari has done a great job bringing in wedding bookings and providing couples with an outstanding experience, which resulting in our consistently high "5" ratings.

The next meeting will be held on February 27, 2023.

Ms. Apidone resigned from the board. Since she was appointed by Richfield Township, the Township will be looking for someone to fill her seat for the rest of her term.

Questions / Comments from the Floor:

Rick Hudak (resident) said that he hopes the board will take Ms. Lynn Richardson's comments seriously. It is important to remember that when the concept of the park was presented to the public, it included the structures. He also stated that the budget resolution was listed differently on the agenda than what was voted on and that the board should check on the proper procedure in such cases. Also, the vote on the Strategic Plan resolution was actually to reconsider the resolution, not to adopt it, and that should be checked out as well.

Township Trustee Don Laubacher thanked Ms. Sandy Apidone for her 5 years of service to the board and her hard work on the development of The Lodge.

Adjournment:

MOTION by: Mr. Wehner, seconded by Mr. Robeson, to adjourn the meeting.

MOTION PASSED: Vote taken by voice, which was unanimous.

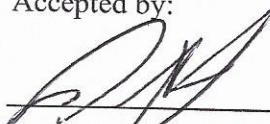
Meeting adjourned at 7:40 p.m.

Submitted by:



Polly Wheeler, Administrative Coordinator

Accepted by:



Anita Gantner, Board Chairperson

