

RICHFIELD
Joint Recreation District
Regular Meeting with Work Session
May 23, 2022

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 Anita Gantner, Board Chairperson, followed by the Pledge of Allegiance.

Roll Call

Present: Sandy Apidone, Jeff DeLuca, Anita Gantner, Maureen McGinty, Mark Robeson, Mike Selig
Excused: Dave Wehner

Also in Attendance: Village Council representative Sue Ann Philippbar, Township Trustee Don Laubacher, Administrative Coordinator Polly Wheeler, Volunteer Coordinator Susan Czaplicki, Lodge Event Coordinator Shari Green, and approximately 15 attendees.

Work Session

Fundraiser for Friends of Richfield Heritage Preserve:

Ms. Debbie Williams, the fundraiser hired by Friends of Richfield Heritage Preserve, gave her presentation of her background as a fundraiser, her company "Time to Spare", and the outline of a plan for the Friends' October fundraising event. Ms. Gantner verified with Ms. Williams that her goals are specifically for Kirby's Mill. Mr. Selig stated that he hopes Ms. Williams will reach out to the RJRD board as well.

Open House:

Ms. Gantner reminded the board that the RHP Open House will be on Sunday, June 12 and asked the board to let her know where in the park they would like to be stationed. There have been no specific requests so far.

The following items still need to be completed:

Postcards need to be mailed to residents.

Signs need to be finalized – one at the mill, one at The Lodge

Reception presentations in The Lodge – Kelly Coffman (Cleveland Metroparks), Andrea Irland (CVNP), PowerPoint (Susan Czaplicki)

Mr. DeLuca asked about the logistics of moving people around on the day of the event. Ms. Gantner responded that the Village has offered the Senior Center bus, but that mostly people will be directed to The Lodge.

Village of Richfield "Tree City USA" event:

The Village is hosting the annual Arbor Day Foundation "Tree City USA" event for northern Ohio on June 9. The mayor has asked if the board would like to purchase a program ad advertising The Lodge. The board agreed by consensus to purchase a half-page ad for \$180.00.

Park Director MOU with Village of Richfield:

Ms. Gantner stated that the board members have received the latest, revised version of the MOU with the Village of Richfield to share a park director and asked if there were any additional concerns or questions. Ms. Apidone mentioned that Mr. Wehner said that the board could terminate the agreement if the arrangement is not working and asked if any appropriate candidates have applied. Mr. DeLuca responded that the position needs to be posted again because it is a new job description with a new salary, benefits and other details.

Public Comment from the Floor:

Village Councilman Pat Norris clarified that there is a 90-day notice to terminate the agreement, but here is no delay required to make that decision.

Regular Meeting

Approval of Minutes:

Ms. Gantner asked if all board members had reviewed the minutes from the April 25 regular All board members had reviewed; no amendments were suggested. Minutes were approved by consensus.

Standing and Special Committee Reports:

Governance: Mr. Wehner was excused; no update from the Governance Committee.

Operations and Capital Improvements: Mr. DeLuca reported the following:

- 1) Committee meeting minutes for May 13 and May 19 are approved.
- 2) A phone pole snapped near Kirby's Mill on May 22, resulting in danger to visitors. The electric company responded and repaired the problem on May 23. The area is now open.
- 3) Two smash-and-grab purse thefts occurred recently. Security camera footage has been supplied to the Richfield Police Department, and he is working with the detectives on this. The incidents are part of a crime spree throughout northeast Ohio parks. Visitors should be more aware of their surroundings including people in nearby vehicles.
- 4) Four quotes have been received to disassemble the climbing course. Hoffman Tree Service was the lowest bid. In particular a tree that snapped off and is entangled in the ropes is posing a public danger.
- 5) The installation of the HVAC system in the Lodge is nearly complete. The AC system has already been used. Mr. DeLuca thanked everyone who supported the renovation of The Lodge, and Ms. Gantner concurred. Mr. DeLuca reported that the kitchen floor has been stained and polished, and the bridal suite bathroom is completely renovated. Mr. Dave Kalal volunteered many hours to complete Lodge projects.
- 6) At the lower dam, the gate is closed, and the lake is full again. The contractors are cleaning up at this point. Dam safety inspectors will do a walk-through and certify the dam.
- 7) Thanks to Chris Moore, the seasonal maintenance employee, for his efforts in getting ready for the June 12 event. Mr. DeLuca asked to be notified if anyone sees something that needs to be done.
- 8) Volunteers are doing a lot of TLC on the buildings for the Open House.
- 9) Scrap metal is being collected for revenue.
- 10) The Chamber of Commerce Beautification Award sign has been installed near Broadview Rd.
- 11) Mr. DeLuca expressed his thanks to all of the park volunteers and stated that the team effort is very much appreciated.
- 12) An entertainment bar has been created for The Lodge by Bob Matussek using salvaged wood from dismantled shelters.

Grants and Fundraising: Mr. Selig reported that the most recent committee meetings are still being evaluated. The committee is making good progress on the Nature Works grant. The new deadline is July 15.

Fundraising opportunities continue to be researched. A water grant will be available in November, so the committee should identify possible projects for that. Ms. McGinty offered that there is still capital money of about \$150,000 available for grant funding.

Marketing/Communications: Mr. Robeson reported the following:

- 1) A separate Open House group has been formed for the June 12 Open House. Work has been started to support that. Two signs have are being developed and are mostly finalized, explaining the projects that were funded by the levy.
- 2) Mr. Robeson mentioned the several workstreams under way: signage (form, location , content); activities; and speaker series. There is also a marketing and communications plan being developed that will hopefully be completed by next meeting. Nicole Farley and Holly Price are working on a social media policy document.
- 3) Fox 8 TV promoted the Friends' wildflower hike that took place in May.

Mr. DeLuca asked if consideration had been given to offering a "banner spot" for corporations at an agreed-upon price. This would give the companies the opportunity to advertise in the park while raising revenue for the park. Mr. Robeson said that the focus has ben communication and recognition of the volunteers.

Ms. McGinty asked for more specifics on the progress on the signs. Mr. Robeson responded that the numbers need to be finalized and then the sign proofs should be finished this week for review and approval. Ms. McGinty requested the opportunity to review the photographs.

Administration Report:

Ms. Wheeler read her report as submitted, including mention of boating and bridle trails reopening shortly. Ms. Apidone asked if the same rules would apply as in the past for boat access. The rules posted on the website will still apply.

Lodge Event Coordinator's Report: Shari Green stated that the wedding guests present on May 13 were very pleased with the Lodge. She thanked all of the registry donors for their support. She also thanked Mr. DeLuca for all of his help. Ms. Gantner concurred and thanked them as well.

Volunteer Coordinator's Report:

Ms. Czaplicki thanked Mr. Dave Kalal for all of his work, particularly on The Lodge.

Corporate volunteers from Burns & McDonald worked in the park.

BSA Pack 3387 cleaned Amity House.

Hudson High School volunteers scraped and painted picnic tables.

Western Reserve BSA Troop 527 and volunteer Pat Hayes performed Buckeye Trail maintenance.

Partner groups reports:

Friends of Richfield Heritage Preserve

For the Friends group, Corey Ringle reported that they are getting ready for their Mill fundraiser on Oct. 16, 2022.

Friends have also volunteered:

Fixed holes in North House walls

Repaired Kirby House dining room ceiling

Tuck pointed windowsills

Removed wood coverings on windows, replaced broken windows and repaired stains
The Invasive Species Task Force continues to work on removal of invasive species where found.
There was a Wildflower Hike on May 14. The History Hike will take place on Sunday, June 19.
Mill docents have begun offering interpretation at the Mill on Sunday afternoons.
TLC group continues their work on trash and latrines.

Treasurer Report:

Treasurer's report is postponed until the next meeting.

Old Business:

Ms. Gantner introduced Resolution 21-2022.

MOTION by: Mr. Selig and seconded by Mr. Robeson to resolution agree to enter into an MOU with the Village of Richfield to share a park director.

Discussion: This issue was discussed in the Work Session. If passed then it would go to Village Council for approval. [This is not accurate. It is the Mayor's decision.] Mr. DeLuca stated that if the board decides that more than a half-time director is needed, they can communicate that to the Village and repost the position.

MOTION PASSED: Vote taken by roll call: Mr. DeLuca (Yea), Ms. Gantner (Yea), Ms. McGinty (Nay), Mr. Robeson (Yea), Mr. Selig (Yea), Ms. Apidone (Yea).

New Business:

Business cards will be ordered for the board and staff. They should respond to the Administrative Coordinator with the details to be listed on their cards.

Announcements:

A drinking fountain will be installed as a result of a donation from the Fast Girls Running Company and Running Forward Giving Back organizations. Due to the location of the potable water source, the fountain will be between the latrine and the current portable restroom. The porta potty can be moved to accommodate it if desired.

Questions / Comments from the Floor:

Cynthia McWilliams asked if the summer barn gate is working properly. Mr. DeLuca responded that it is working, but vehicles must get very close to it to activate the sensor when leaving the park. He will call to get it readjusted.

A resident asked about the path relocation that was brought up in a previous meeting. Has the board looked at it? Mr. DeLuca will put it on the agenda of the next Park Operations meeting. Ms. Gantner stated that the Rivers & Trails advisor is still assessing the trails but may be able to come to the next meeting. This contract has been extended through April 2023. Ms. Apidone asked if the board can give the advisor a deadline for her reports. Mr. Robeson requested a copy of the resident's suggestions. Mr. DeLuca restated that the trail needs to be redirected. Ms. Gantner will reach out to the resident.

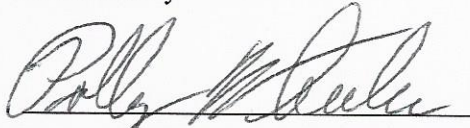
Judy Bowman asked if Oviatt House will still be on the sign being developed, which it is.

Adjournment:

MOTION by: Ms. Apidone and seconded by Mr. Robeson to adjourn the meeting.
MOTION PASSED: Vote taken by voice, which was unanimous

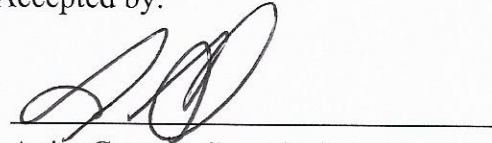
Meeting adjourned at 7:38 p.m.

Submitted by:



Polly Wheeler, Administrative
Coordinator

Accepted by:



Anita Gantner, Board Chairperson