



WORK SESSION & BOARD MEETING

MONDAY, JUNE 12, 2017

(Meeting held at Richfield Masonic Hall)

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Call to Order: Meeting called to order at 6:30 p.m by Chairman Bob Becker. After the pledge of allegiance the roll call was called by Trustee Smith.

In Attendance: Bob Becker, Rich Fleming, Ralph Waszak, Jeff DeLuca, Meg Slifcak, Pat Norris, Jeff DeLuca

Work Session:

By-Laws - Meg Slifcak

Trustee Slifcak explained the need for the By-Laws to be simplified and updated to provide effective and efficient governance of the Board of the Richfield Joint Recreation District ("RJRD"). They should be revised to be consistent with the forming resolutions adopted by the founding entities of Richfield Township and the Village of Richfield. The Governance Committee has reviewed the proposed bylaws changes and has requested the board to review and comment.

#1 Meeting Notices and Agendas will be officially posted on RJRD website only. Rationale - about meeting planning and efficiency. We should be able to post on own website just as the Township and Village post on their own. The previous posting on Township and Village was done as a courtesy and has made for some confusion. It does not preclude from posting in other places and does meet with Ohio revised code.

After discussion and comments of the boards review the proposed By-Law changes would be sent to the Village of Richfield and Richfield Township governing bodies for their review and comments.

#2 *The 7th Trustee can come from the district or outside but no more than 2 trustees can be from outside the district.* Rationale - The park needs may require outside talents from the district to fulfill the needs of the park. There may be points in time a special skillset may not be offered or obtainable within the district calling for a need to go outside the area. Fleming questioned if the board has the right to change the by-laws in this area. Chairman Becker did

clarify the founding documents have some undefined areas and suggested tabling this revision taking back to the founding fathers for their comments. After further discussion and viewpoints from members of the board #2 change was completely taken out of proposed by-law change for possible consideration at a later time.

#3 *Term limits should end at 12/31 and not be open until the Village or Township fills the seat.*

Rationale - Governance proposes the term of a trustee is over by December 31 instead of seated till a replacement has been found.

#4 *Clarify that a simple majority of Board of Trustees, not counting vacancies, shall be required to pass any motion or resolution.* Rationale - Efficiency of running the park.

Currently a majority can be based on a vacant spot which can create difficulty in getting a majority vote at a board meeting.

#5 *Delete 30 day posting period for vacancy to be in conformance with enabling resolutions.* Rationale - To conform with the enabling resolutions.

Clarification on majority; If a position is vacant it should not be held as a vote that counts

#6 *Code of Ethics and Accountability delete in its entirety and replace with RJRD's Conflict of Interest policy.* Rationale - By-laws should dictate process not policy.

Trustee Slicak presented conflict of interest changes from time to time, should fall under policy not By-law. After some questioning by Trustees Fleming and Waszak, Chairman Becker clarified there is two Conflict of interest written; one in the by-laws and a more encompassing policy passed by the board in 2016. His understanding is at time of formation there was no policy so therefore the Code of Ethics was included in the By-laws. Per legal council recommendation Chairman Becker explained since a Conflict of Interest *policy* now exist we no longer need to have in the By-Laws. It was agreed to send the change to the founding entities for comment and review.

Trustee Slifcak reiterated the purpose of proceeding with the revised by-laws at this time is to begin action on the time consumption of the 30 day comment and review process, along with implementing board efficiency in posting of meetings and vacancy notices by the fall 2017. Becker confirmed 11.1.B will also be addressed regarding the posting of conspicuous places at the Township and Village.

Chairman Becker explained as long as the changes do not conflict with the founding documents or having a request to change existing founding documents the district can make the agreed upon changes.

Master Plan update - WWTP

Trustee Waszak creating contacts in efforts to get a feel for what cost the district will incur and needs to consider in what type of systems available to accommodate the parks building needs.

IT Monthly Maintenance

Work has been completed for initial IT migration, now in need of second statement of work which will be an ongoing monthly maintenance agreement with Evans-Design projected at eight hours a month. The advantage of the Government Google Cloud package for not only sharing and centralization of documents but allows interactive documentation collaboration between the board and administrative coordinator. For example, a single copy of minutes and each board member can suggest their corrections without creating multiple documents.

Agreements/MOUs - OOE - Still Pending, CVCC - Still Pending, BW - Terms in development, FoCH - Kirby House workplan to be addressed at June 26 meeting

Public Comment Work Session: Mr. Pruett suggest having Conflict of Interest in one place; Councilman Swan advised the 30 day review regarding the By-Law Resolution and changes may be a problem due to the Township meeting only once a month.

REGULAR MEETING (7:18 pm, June 12)

Approval of Minutes:

Motion by Trustee Smith to approve minutes from May 8 and May 12, 2017 seconded by Slifcak. Approval by the sign aye: Smith, Slifcak, DeLuca, Norris, Fleming, Becker
Abstain: Waszak
Motion passed

Standing Committee Reports

Governance Committee:

Slifcak explained the purpose of the Governance 'Meeting of the Whole' was an opportunity to have board members present and discuss the approach to the architect

selection for not only the Caretakers Cottage but setting a theme throughout the park. Also discussed was the process of the RFQ to invite for interviews to be executed by Trustee Smith.

Motion made by Trustee Norris to approve the minute for June 01, 2017 Governance 'Meeting of the Whole', seconded by Trustee DeLuca, vote take by 'aye'. Motion passed unanimously.

Park Operations: Jeff DeLuca

A large maple tree located in front of the Oviatt House had fallen on the house. Hartman Tree Service was called to remove the tree using necessary equipment the RJRD does not own. Tree limbs were chopped, limbs chipped and distributed for usage in other areas of the park. Troop 810 Boy Scouts removed trees in Wastewater Treatment Plant per the EPA request, other volunteers from FoCH removed split rail from the Winter Barn. Salvageable boards and post will be used at the summer barn for repair or possibly another riding ring.

Park Services: Pat Norris

Trustee Norris reports Spif's Garden is spiffed up, Timbernook Day Camp has started again, also in conversation with Yoga Squirrel for possible programing. The Green Riders visited park for a one night stay as they cross country to perform service and waste awareness. The board learned a lot while hosting the group. A number of break-ins have occurred and have been reported to the police.

Special Committee Reports - Ralph Waszak

Trustee Waszak questioned the committee structures and the role of the Capital Projects Committee. Becker agreed this should be addressed and will be placed on the June 26 agenda. The FoCH work plan is under review around Kirby Home and supported by the board to show activity in the buildings.

Treasurer's Report: No report

Unfinished Business:

MOUS/Agreements - OOE, CVCC, Baldwin Wallace - Nothing to discuss

Resolution 17-2017 A RESOLUTION TO APPROVE PROPOSED BY-LAW CHANGES as amended TO BE SUBJECT TO COMPLETION OF FOUNDING ENTITIES REVIEW.

Motion to approve by Slifcak seconded by Smith, No discussion; Roll Call vote: Smith, Slifcak, Waszak, Norris-Yes, DeLuca, Fleming-No **Motion Passed**

Operations: Trustee DeLuca waiting for gutter and roof repair quotes on North House and Amity bids. Also preparing bids for new gutters on Gund Hall.

Interfaith Coalition: Discussion- Each of the board members expressed their view of Rev. King's proposal. Chairman Becker suggested an appropriate committee(s) call a meeting to discuss and work out thoughts to move forward on advising the Interfaith Coalition of a decision.

New Business:

Monthly IT Maintenance:

Slifcak move to approve the Evan's Design "RJR Monthly Maintenance Statement of Work" proposal retroactive to April 24, 2017. Waszak seconded, No Discussion
Roll Call Vote: Smith, Slifcak, DeLuca, Norris, Waszak, Becker-yes Fleming - No
Motion Passed

Announcements:

Chairman Becker shared he met with Linda Bailiff of Ohio Public Works and WRLC park visit and follow up letter received from the Ohio Works advising the Seely Cabin can remain as an open pavilion and maintain fireplace. Letter stated Adirondacks in the woods can stay, the field structures must go. More information was offered to assist with stream restoration and possible grants.

Trustee DeLuca met with management with Home Depot and discussed having their Volunteer group to visit the park assisting with projects.

Public Comment:

Mayor Beshara questioned Mr. Becker about his voting. Mr. Becker explained per Robert Rules as an appointed public official he does not have to vote with exception of a tie. Sandy Norris recognized Troop 810 for their hard work and the upcoming Progressive Insurance volunteer event to spread wood chips on Storybook Trail. Jim McClintock advised he has seen large groups of young men on the property late in the days dispersing into the woods. Corey Ringle shared a report of the FoCH accomplishments; invasive specie pulls continue, Kirby fire circle clean up & back porch unearthing. Community Day Garage Sale took in \$1250 plus dollars. Ms. Ringle presented to the Berea Chapter of the Daughters Reservation and offered to share different version of the speech to anyone interested. Clean up of the latrines and garbage continue, a tracking GPS app has been created to assist on trails and fence monitoring. Chairman Becker thanked Corey for her hosting the Green Riders and all of FoCHs hard work and volunteer hours.

Motion to adjourn by Bob Becker, seconded by Mr. DeLuca.
Vote taken by the sign of 'Aye', Motion passed unanimously.

Meeting Adjourned at 8:10pm

Respectively Submitted by:

Accepted by:



J. Scroczak
Administrative Coordinator

Date: 7-10-17



B. Becker

Date 7-10-2017

***Abbreviations:**

- BTA - Buckeye Trail Association
- BW - Baldwin Wallace
- CVCC - Cuyahoga Valley Career Center
- CVNP - Cuyahoga Valley National Park
- EDG - Environmental Design Group
- MOU - Memorandum of Understanding
- OOE - Ohio Operating Engineers
- OHC - Ohio Horseman's Council
- RFQ - Request for Qualification
- WWTP - Wastewater Treatment Plant