



Richfield Joint Recreation District

Special Meeting Minutes

Monday August 25, 2014

(Meeting Held at the Richfield Village Town Hall, Village Council Chambers)

Call to Order:

The Special Meeting was Called to Order at 5:30 p.m. and Roll Call was taken by Administrative Assistant, Mrs. Bluso Rogers.

In Attendance:

Ms. Kelly Clark
Mr. Bob Lucas
Mr. Ralph McNerney
Mr. Pat Norris
Mr. Floyd Ostrowski
Ms. Donna Skoda (*Absent*)
Mr. Bill Taylor

Also in attendance:

Mr. William Hanna, Board Legal Counsel

Mayor Bobbie Beshara
Mr. Mike Lyons, Village Councilperson
Mr. Roger Swan, Village Councilperson

Mr. Joe Leslie, Western Reserve Land Conservancy
Mr. Kendrick Chittock, Western Reserve Land Conservancy
Ms. Lucy Hanigosky, Friends of Crowell-Hilaka
Ms. Corey Ringle
Other Residents: Mr. Rich Fleming
Mrs. Debbie Bluso Rogers, Administrative Assistant

Business:

1. Executive Session:

MOTION made by Ms. Clark and seconded by Mr. McNerney to go into Executive Session at 5:33 p.m. to discuss and consider the purchase of property per the Open Meetings Act permitted exemptions ORC 121.22(g).

DISCUSSION: NONE

MOTION PASSED BY A ROLL CALL VOTE: Ms. Clark (Yea), Mr. Lucas (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

Also in attendance in the Executive Session: Mayor Bobbie Beshara, Mr. Bill Hanna, Mr. Kendrick Chittock , Mr. Joe Leslie

MOTION made by Mr. Norris and seconded by Mr. McNerney to go out of Executive Session at 6:01 p.m.

DISCUSSION: NONE

MOTION PASSED BY A ROLL CALL VOTE: Ms. Clark (Yea), Mr. Lucas (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

2. Approval of Minutes:

The Board dispensed with the formal reading of the minutes.

MOTION made by Mr. McNerney and seconded by Norris to approve the August 18, 2014 Special Meeting Minutes as presented.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Mr. Lucas (Yea), Mr. McNerney (Yea), Mr. Norris (Yea), Mr. Ostrowski (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

3. Committee Reports:

a. Communication Committee

MOTION made by Ms. Clark and seconded by Mr. Taylor to approve the Communications Committee Minutes for August 7, 2014 as presented.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

MOTION made by Ms. Clark and seconded by Mr. Taylor to approve the Communications Committee Minutes for August 14, 2014 as presented.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

- b. Volunteer Resources Committee, Chairperson, Ms. Skoda**
No report.

MOTION made by Ms. Clark and seconded by Mr. Norris to approve the Volunteer Resource Committee Minutes for August 12, 2014 as presented.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Ms. Skoda (Not Present) and Mr. Norris (Yea)

MOTION made by Ms. Clark and seconded by Mr. Taylor to approve the Volunteer Resource Committee Minutes for August 21, 2014 as presented.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Ms. Skoda (Not Present) and Mr. Norris (Yea)

- c. Facilities and Programming Committee, Chairperson, Mr. Lucas**
Mr. Lucas stated that the meeting date and time will need to be changed due to one of the member's scheduling conflict.
- d. Finance & Budget Committee, Chairperson Mr. Norris**
Mr. Norris stated that insurance coverage is being pursued though the Ohio Park & Recreation Association.

4. Discussion of Communication Contact List

The Communication Committee will be developing a contact list incorporating VIP contacts. The list will be provided to all committees.

5. New Business:

- a. Discussion of the Memorandum of Understanding.** The board discussed the details of the agreement.

MOTION made by Mr. McNerney and seconded by Mr. Norris to approve the Memorandum of Understanding between the Village of Richfield and the Richfield Joint Recreation District and to include the provision that in the event the RJRD obtains operating income through the passage of an operating levy that the RJRD will reimburse the funds the Village has advanced to the District as contemplated in this MOU unless prohibited by law or not permitted under the operating levy.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Mr. Lucas (Yea), Mr. Norris (Yea), Mr. McNerney (Yea), Mr. Ostrowski (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

- b.** Mr. Leslie stated the Kirby house will not be available due to unsafe accessibility. Entrances for the upcoming Open Houses should be the Broadview Road entrance.

6. Unfinished Business:

The website contract for J Austin is under review by Legal Counsel.

7. Comments from the Floor:

Ms. Corey Ringle stated that the FOCH is prepared to make a donation to assist with the Open Houses. Communication Committee and Legal Counsel will determine the Boards action on the matter.

8. Action Items & Agenda Items for the Next Meeting:

There were no action items identified for the next meeting. There were no additional items to be added to the agenda.

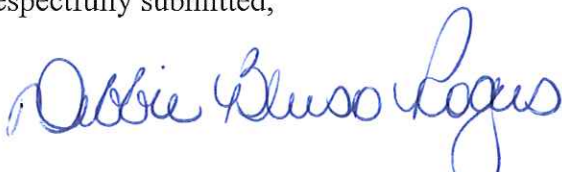
The Board will begin their regular meeting schedule in September. The Board will meet the second and fourth Mondays of the month at 5:30 p.m. in Council Chambers. The next regular meeting is Monday, September 8, 2014 at 5:30 p.m.

MOTION made by Mr. Clark and seconded by Mr. Norris to adjourn at 6:35 p.m.

DISCUSSION: NONE

MOTION PASSED: Ms. Clark (Yea), Mr. Lucas (Yea), Mr. McNerney (Not Present), Mr. Norris (Yea), Mr. Ostrowski (Yea), Ms. Skoda (Not Present) and Mr. Taylor (Yea)

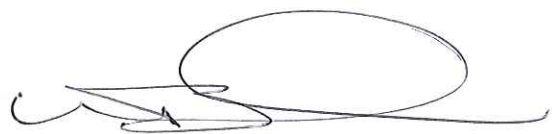
Respectfully submitted,



Mrs. Debbie Bluso Rogers, Administrative Assistant



Richfield Joint Recreation District,
Chairperson



Richfield Joint Recreation District,
Secretary

RICHFIELD JOIN RECREATION DISTRICT

August, 2014 Finance Report

September 5, 2014

Report:

Directors & Officers Liability Insurance

The Finance Committee Chair is looking into other providers of D & O insurance. Distributed quote from Wichert Insurance and awaiting another quote from Ohio Park & Recreation Association.

MOU

Village passed an amended Memorandum of Understanding on September 2, 2014 stating that if the operating levy for the District passes that it shall reimburse the Village for expenses incurred by the Village in support of the RJRD unless prohibited by law or not permitted under the operating levy.

Recommendations/Considerations:

Measures have to be taken to secure more revenue to support the services of the District.

Legislation:

None

Budget Reports:

RICHFIELD JOINT RECREATION DISTRICT BUDGET STATUS

5-Sep-14

Date	Item	Revenue	Expense	Encumbrance	Balance
1-Jul-14	Village's start up money	\$ 20,000.00	-		\$ 20,000.00
31-Jul-14	Admin. Assist. payroll		\$ 480.00		\$ 19,520.00
31-Jul-14	Admin. Assist. benefits		\$ 74.16		\$ 19,445.84
31-Jul-14	Website domain		\$ 31.34		\$ 19,414.50
7-Aug-14	June's legal services		\$ 1,825.00		\$ 17,589.50
7-Aug-14	Email security		\$ 12.00		\$ 17,577.50
14-Aug-14	Admin. Assist. payroll		\$ 480.00		\$ 17,097.50
14-Aug-14	Admin. Assist. benefits		\$ 74.16		\$ 17,023.34
18-Aug-14	Commun. Comm. Alloc.			\$4,000.00	\$ 13,023.34
28-Aug-14	Admin. Assist. payroll		\$ 240.00		\$ 12,783.34
28-Aug-14	Admin. Assist. benefits		\$ 37.08		\$ 12,746.26
3-Sep-14	Email security		\$ 12.00		\$ 12,734.26
	July's legal services-JRD		\$ 6,140.89		\$ 6,593.37
Total		\$ 20,000.00	\$ 9,406.63	\$ 4,000.00	\$ 6,593.37

EXPENDITURES/ENCUMBRANCES BY CATEGORY
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Expenditure Category	Amount
Administrative personnel costs	\$ 1,385.40
Legal service costs	\$ 7,965.89
IT costs	\$ 55.34
Total Expenditures	\$ 9,406.63

Encumbrance Category	Amount
Communications Committee	\$4,000.00
Total Encumbrances	\$4,000.00