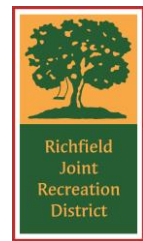




**Richfield Joint Recreation District Special Meeting  
Communications/Volunteer Committee Meeting Minutes  
Thursday, December 11, 2014 at 6:30 P.M.  
(Meeting Held at Richfield Village Town Hall, Caucus Room)**



Call to Order

Roll Call

Committee Board Members: Kelly Clark, Donna Skoda, Bill Taylor

Committee Members: Lucy Hanigosky, Lynn Richardson, Corey Ringle

Guests: Molly Eastwood, Paul Swan

Business

1. Board Report: Friday, December 26<sup>th</sup> deadline, potential Monday, December 22<sup>nd</sup> meeting (open to the public) to decide usage of Crowell Hilaka. Special consideration needs to be made for future active recreation.

2. Subdivision Reports

a. Marketing/Public Relations

1. Media Relations – Newsletter! (missed our December 5<sup>th</sup> deadline)

- Focus on FAQ's update on website
- Prepare to have signage ready for the front of the property when the purchase agreement is finalized.

2. Writers – RJRD Brochure!

- Dave Szalay: Graphic Designer who reached out to FoCH.

b. Media: rjrd.org

1. Survey: Great response, but still collating replies. Multiple selection tool needed as currently can only select one. Look into sending out paper/hard copies for computer/internet challenged residents.

2. Facebook: Doing well. Updated every couple of days.

3. Twitter: Talk with Abby to increase updates.

4. Blog: Talk with Abby to increase updates.

c. Development

1. Potential Partnerships: OHC (Northeast Region: Summit, Medina, Cuyahoga, Lorain) (discussed trail connectivity)

2. Databases

a. Blog Comments

b. Contact forms

c. Survey

d. Public Ideas

3. Research on “naming” rights: (Lucy Hanigosky, Beth Sanderson) Multiple types of contracts/relationship. Short and long term agreements. Cost for construction and maintenance.

4. Name the Park – Contests: Keep for the time being until we can set up a public forum.

5. National Registry of Historic Places: (Lynn Richardson) Preliminary screening tool. Four page application. Professional grant writer strongly believes it's a great project. Still fact checking and collecting images. Will provide a final draft for review soon. May need additional pictures.

3. Volunteer Needs

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Business

1. Core list of volunteers and management of the needs
    - Need Volunteer with a variety of talents and expertise.
    - More than events and activities, need financial and legal volunteers too.
    - Kendrick Chiddick may assist with public forum.
    - Example of trail-blazers and monitors.
  2. On-going recruitment strategies
    - Legal, Master Planners, Construction/Project Management, Grant writers, Financial, Administration, Purchase Agreement.
    - Appreciative Inquiry: Cost, Advertising, Organizing Event
    - Mailer with dates and process to go out to community
    - Constant Contact Survey Monkey form to be e-mailed.
    - E-mail to all those on the property during open houses.
    - Electronically distribute at Revere School District
  3. Future jobs for volunteers
4. Old Business
- Create RJRD Board Meeting tonight Signs to post throughout Township and Village; Abby Gretter to report.
  - Mayor to consider making proclamation to RJRD and Voters: Bobbie Bershara to report.
5. New Business
- Next Open House:
- Cabin Fever Tour (Saturday, March 21<sup>st</sup>/Sunday, March 22<sup>nd</sup>) (Lucy Hanigosky)
  - Perhaps a Sledding day. (Corey Ringle)
- VIP: Please direct through Kelly Clark.
- Inventor museum (Jim Miller, etc.)
  - RJRD Calendar Created and available on Outlook
6. Action Items & Agenda Items for Next Meeting [See Yellow]
7. Public Comments

Adjournment

Next Meeting December 18, 2014 6:30 pm Caucus Room, Village of Richfield Town Hall.  
(Last of 2014)

Respectfully Submitted,

Kelly Clark, Chair